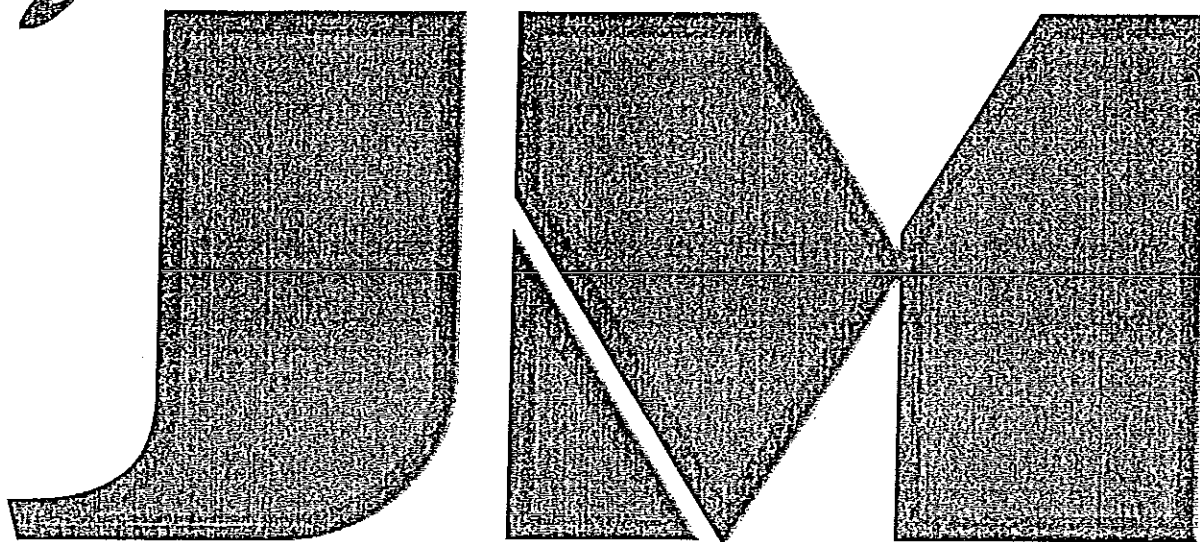


Pricle
of Vienna



James Madison Band

**James Madison High School
Band Program Handbook
2015-16**

Michael S. Hackbarth, Director of Bands
www.jmhsband.org

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Supplemental Inserts:

Financial Information:

- 2015-2016 Cost Summary (White)
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- 2015-2016 Requested Donation Information (Green)

Marching Band Forms:

- 2015-2016 Field Trip Permission Form (Submitted with Marching Registration)
- 2015-2016 FCPS Participation Policy (Submitted with Marching Registration)
- 2015-2016 FCPS Emergency Care Information Form (Submitted with Marching Registration)

Marching Band Pre-Season Summer Camp Packet:

- 2015 Marching Season Calendar (Yellow)
- 2015 Summer Social Events (Yellow)
- 2014 Summer Rehearsal Daily Schedule SAMPLE (Yellow) – 2015 Not Published

Please visit www.jmhsband.org (or www.jmhsband.com) for the following information:

- 2015-2016 Band Calendar
- 2015-2016 Parent Contacts
- 2015-2016 Student Directory

WELCOME to the James Madison High School Band!

Band offers a special opportunity for students to develop their art, participate in an award-winning team, develop lifelong discipline and time management skills, and make lasting friendships. Band members' families also enjoy collegial relationships, making friends, contributing to the students' success, and taking pride in their children's accomplishments. Band participation is hard work and also lots of fun and tremendously rewarding.

The James Madison High School (JMHS) Band comprises five main elements:

- Marching Ensemble (including musicians and color guard)
- Symphonic Band
- Wind Symphony
- Jazz Band
- Winter Guard

Some students are members of more than one ensemble. This handbook will give you an overview of the JMHS Band program and its various facets, activities, and requirements. Please read it thoroughly, even if you are a returning Band family, as some provisions have changed.

Schedules

Detailed calendars for all components of the Band program are posted on the Band's web site (www.jmhsband.org). The dates and times for practices and events can and do change, so please check the calendar frequently. Changes will usually NOT be communicated via email, so it is important to keep up to date via the online calendar.

Other methods of **COMMUNICATION** and sources of information include:

1. The Band's web site, www.jmhsband.org. Some information is in the members-only section, so be sure to register.
2. Email and text messages from Mr. Hackbarth via the FCPS "Charms" system. This is Mr. Hackbarth's official communication method with parents and students; please keep all information in this system accurate and up-to-date.
3. Periodic email blasts from the Band Boosters President. Please make sure to include your current email address when filling out school and band registration forms.
4. The JMHS Band Parents Facebook group. This is a closed group, so you must request admission. If you are new to the Band, have a different name from your child, or use a different name on Facebook than you do in real life, please send an email to the Band Boosters President (president@jmhsband.org) to let him/her know you're requesting admission. For the students' privacy, we need to ensure that all group members are part of our band family.
5. Your child. The students are often the first to hear from Mr. Hackbarth, Mr. Nicholson, or their section leaders about dynamic practice schedules or report times. Many of these communications are done via text messaging and/or other electronic media.

ABOUT THE STAFF

Michael Hackbarth, Director of Bands



Mr. Hackbarth has served as Director of Bands at James Madison High School for 13 years, following stints as Director of Bands at Lakeland High School in Lakeland, Florida and as Associate Band Director at Mandarin High School in Jacksonville, Florida.

He graduated *summa cum laude* from Florida State University, earning a Bachelor of Music Education and a Certificate of Saxophone Performance. Mr. Hackbarth was the 2011 James Madison High School Triple-I "Teacher of the Year" and a 2005 and 2003 recipient of the National Band Association's "Citation of Excellence," in addition to being named as the 2003 Virginia representative of "50 Directors Who Make a Difference" by School Band and Orchestra Magazine. Mr. Hackbarth's

professional affiliations include the National Band Association, the National Association for Music Education, and the Virginia Band and Orchestra Director's Association. He lives in Burke, Virginia with his wife, Kim; daughter, Hailey; and son, Hunter.

Under Mr. Hackbarth's direction, the James Madison High School Band Program received the prestigious Sudler Flag of Honor from the John Philip Sousa Foundation for the second time in 2011. The Sudler Flag is considered to be the highest accolade for a high school band in the United States. Only 65 bands have ever received this award, and the Madison Band is one of just five to receive the honor twice.

Bob Nicholson, Color Guard Visual Design/Instruction and Winter Guard Director

Kent Baker, Marching Ensemble Coordinator

David Wolf, Percussion Director

Marching Ensemble Staff

Daniel Valadie, Percussion Coordinator

Katrina Chaney, Movement Technician

Claire Smith, Marching Tech

██████████ Percussion Tech

Instrumental Staff

Flute: Bruce Brown

Clarinet: Laura Grant

Oboe: Jim Mosely

Bassoon: Nancy Blum

Saxophone: Ed Fraderich

Trumpet: Bruce Stanly

French Horn: ██████████

Euphonium: Mark Jenkins

Trombone: Greg Freeman

Tuba: ██████████

JAMES MADISON HIGH SCHOOL BAND ENSEMBLES

Marching Ensemble

The JMHS Marching Ensemble develops a new themed show every year, which it performs at all home football games (usually on Friday nights) and at several competitions during the season. Most competitions fit into one day, but some involve overnight travel. The Marching Ensemble begins rehearsing during the last three weeks of summer vacation, and the season continues into November. All musicians enrolled in Symphonic Band, Wind Symphony, and Percussion Class participate in Marching Ensemble. All members of the Color Guard are part of the Marching Ensemble.

Concert Ensembles

The JMHS Band program offers four ensemble classes for instrumentalists: Wind Symphony, Symphonic Band, Percussion Ensemble, and Jazz Ensemble. Students attend band classes year round. Sectional instruction is a regular feature of the concert band classes.

Symphonic Band

The Symphonic Band is James Madison High School's lower-advanced performing ensemble, concentrating on the high-level performance of wind band literature (Grade 4-5) and instrumental skill development. The official FCPS course name for Symphonic Band is Advanced Band 1.

Marching Band participation is a required co-curricular activity for all Symphonic Band members.

Wind Symphony

The Wind Symphony is the JMHS Band's advanced performing ensemble, concentrating on high-level performance of advanced wind band literature (Grade 6). This ensemble performs at various concerts, festivals, symposiums, and civic events. It is expected that all members of the JMHS Wind Symphony achieve a level of individual performance indicative of private study. This ensemble is offered to any student, regardless of grade level, who can qualify musically for membership by audition. The official FCPS course name for Symphonic Band is Advanced Band 2.

Marching Band participation is a required co-curricular activity for all Wind Symphony members.

Percussion Ensemble

The percussionists of the JMHS Band program perform as an independent group and as members of the Wind Symphony and Symphonic Band. Percussionists are assigned to their concert ensemble via audition in the fall and are required to attend all rehearsals of the ensemble to which they are assigned. The official FCPS course name for this class is Percussion Ensemble.

Marching Band participation is a required co-curricular activity for all Percussion Ensemble members.

Jazz Band

The Jazz Band is the performance ensemble that focuses on the study of jazz/rock techniques and literature. Membership is by director approval/audition only. The Jazz Band appears in concerts and competes against other jazz bands in local and regional competitions.

Jazz Band members must also be co-enrolled as members of Wind Symphony, Symphonic Band, or Percussion Ensemble.

Color Guard

Marching Ensemble Color Guard

The JMHS Band Color Guard is the visual unit of the Marching Ensemble. The Color Guard performs dance combined with flags, rifles, sabres, and other props to visually interpret the musical performance of the Band. The Color Guard follows the same rehearsal schedule as the Marching Band. Additional rehearsals and sectionals will be called at the discretion of the instructors.

Winter Guard

Winter Guard is an extra-curricular activity ensemble, featuring color guard movement, drill, and equipment work set to recorded music and performed indoors. JMHS Winter Guard rehearsals begin soon after the end of marching season, and competitions run from February into April. All students are welcome to try out for the Varsity or Junior Varsity JMHS Winter Guard, including fall (marching) guard members, musicians who play their instruments in marching season, and other Madison students. Students may register for the optional guard elective class that is periodically offered, but the class is not necessary to participate in either fall or winter guard.

MARCHING ENSEMBLE

Musicians All musicians enrolled in band class and performing in the concert bands also participate in Marching Ensemble. Most marching musicians play the same instrument that they do for concert band, but some play different instruments to balance the band or improve its sound in the stadium. Students who play non-marching instruments (such as double-reed instruments) participate in Marching Ensemble by playing in the front ensemble, by performing on a marching instrument, or by participating in Color Guard. Percussionists play in either the sideline percussion section or the drumline.

Guard The color guard complements the marching music and amplifies the show's theme by interpreting it with dance-based motion and work with flags, rifles, and sabres. The Color Guard is part of the Marching Ensemble and therefore also begins rehearsal in the last part of summer vacation and travels as a unit with the JMHS Band.

The Marching Ensemble performs and competes regularly throughout the season. Rehearsals, performances, and competitions are required for all members of the Marching Ensemble – marching band is a co-curricular activity. Marching Ensemble should be considered the students' "fall sport"; students may participate in other fall activities only to the extent that they do not conflict with the Marching Ensemble schedule.

MARCHING BAND IS AN OUTSIDE ACTIVITY, so students should be prepared to spend extended periods of time rehearsing outside. Students should come to all marching rehearsals wearing supportive sneakers (no flip flops, non-laced shoes, Crocs, or sandals) and clothing appropriate to the weather and to the school environment that is well-suited for movement. Students should also wear sunscreen (reapplying as needed), bug spray, sunglasses, and (if desired) a sun hat. They must also bring large water bottles; most students prefer the large thermos-style water jugs, filled with ice.

Summer Pre-Season Camp

2015 Pre-Season Camp begins Monday, August 17.

Marching Ensemble Members are expected to **ATTEND ALL PRE-SEASON SUMMER CAMP DAYS** and are expected to attend all sessions each day; please plan your summer vacations accordingly.

The precise schedule for each section will be posted on the Band's website. During pre-season rehearsals, every section practices every weekday. Practices will be in both the daytime and the evening. Mr. Hackbarth makes every effort to schedule outdoor practices to avoid the greatest heat of the day, but we share our practice fields and the stadium with the athletic teams, so therefore have limited control over our schedule.

Rehearsals

Marching Ensemble rehearsals continue into the school year, usually three afternoons or evenings per week. Rehearsals on the weekend and/or teacher work days will occur on occasion and are scheduled well in advance. All rehearsals are required for all members.

Spring Percussion Auditions and Rehearsals

Percussionists begin spring training during the previous school year. Drumline clinics and drumline auditions are held in April. All rising 9th graders who audition for drumline must audition on bass drum; snare and tenors are optional.

Spring drumline rehearsals occur on the following Thursday evenings from 6 pm to 8 pm for the remainder of the 2014-15 school year: April 30, May 14, May 28, June 11, and June 18. All drumline members are expected to be at all spring rehearsals. Front ensemble members also rehearse on these Thursdays from 6 pm to 8 pm, with the exception of June 18th.

Football Games

The JMHS Marching Ensemble performs at all home football games. The schedule for football games will be posted on the online calendar. Games are usually played on Friday evenings.

Marching Ensemble Competitions

The Marching Ensemble travels to several competitions every year. This year's tentative schedule includes:

- One competition on either September 26 or October 3, to be determined
- Bands of America (BOA) Newark Regional, October 17, Newark, Delaware.
- BOA Super Regional, October 30 – November 1, Georgia Dome, Atlanta.
- Virginia Band and Orchestra Directors Association (VBODA) Assessment, November 7, (site TBD).

Local competitions are reached via school bus; long-distance and overnight competitions are via professionally-driven motor coach.

Marching Ensemble Parades

The JMHS Marching Ensemble performs in the JMHS Homecoming Parade (held during the last week of September) and in the Town of Vienna Halloween Parade (Wednesday, October 28, 2015).

Marching Ensemble Uniforms

Musicians in the Marching Ensemble wear school-provided uniforms consisting of black bib trousers, a red jacket, a shako (hat) with a feathered plume, gauntlets, and cotton gloves. These elements are all provided by the school (other than the gloves) and do not leave the school other than for marching events. In addition, students

purchase black marching shoes. New Band members will be measured for these shoes during the summer pre-season rehearsals and the school will order them en masse. Returning Band members who need new shoes (due to size change, loss, or damage) may purchase them at this time as well. Underneath this uniform, musicians wear either their school-provided "band shirt" or "show shirt" (t-shirts), plus closely-fitting shorts and tall black socks, which they provide at their own expense.

Color Guard Members wear uniforms that change yearly to suit the theme of the show. They are provided by the school. Members are purchase their own shoes and gloves, and may need to provide incidental items such as socks, specialty undergarments, and makeup.

CONCERT BANDS

JMHS concert bands perform and compete several times per year. Rehearsals are held once or twice weekly after school or in the evenings, in addition to the rehearsals during school. Concert band members are expected to practice regularly. All students are encouraged to take private lessons; Wind Symphony members are expected to display a level of technique consistent with private study. Wind Symphony members participate individually in All-District Band auditions (held in January), and all musicians are encouraged to participate in Solo and Ensemble Festival (in April).

Rehearsals

- The **Symphonic Band** rehearses on Wednesdays and as needed on Thursdays from 3:30 pm to 5:00 pm. This is subject to change, particularly with FCPS's new bell schedules; be sure to check the online calendar.
- The **Wind Symphony** rehearses on Mondays from 3:30 to 5:00 pm and Wednesday evenings from 6:00 pm to 8:30 pm. This is subject to change as a result of the new bell schedule; be sure to check the online calendar.
- Extra rehearsals are occasionally added to the schedule, usually preceding a concert or assessment.

Performances and Competitions

Symphonic Band and Wind Symphony performances include the following:

- Winter Concert (at JMHS) in December
- Pre-Assessment Concert (at JMHS) in March
- VBODA Assessment (at an area HS) in March (travel is via school bus)
- Spring Concert (at JMHS) in May
- Graduation (in even-numbered years)
- Wind Symphony performs at Tiny Tots (at JMHS in December)

The Jazz Band performs at various events throughout the year, including:

- Jazz Winter Concert at JMHS
- "Jazz Night" in the spring
- The Vienna Town Green in May
- Jammin' Java in June

Uniforms

Boys in both concert bands wear tuxedos (rented from the school) and pleated-front, wing-collared white dress shirts with black button studs and black bow ties (bought from the school), along with TALL black socks and black dress shoes (provided by the student). All boys will be measured for their tuxedos in the fall. New male band members will be measured for their shirts; those boys who need new shirts and/or bow ties (due to size

changes, loss, or damage) may purchase them at this time as well. The tuxedo pants will need to be hemmed to fit.

Girls in the concert bands wear long black gowns and a strand of faux pearls (both bought from the school) with opaque black hosiery and black closed-toe dress shoes (provided by the student). New female band members will be measured for their dresses in the fall; returning band members who need new dresses will have the opportunity to purchase them at this time as well. The dresses may need to be hemmed.

All **Jazz Band** members wear red dress shirts (bought from the school) and black ties (borrowed from the school) with black dress pants or skirts, black socks or hosiery, and black dress shoes (provided by the student).

WINTER GUARD

Winter Guard starts pre-season rehearsals shortly after marching season ends. Auditions for the Varsity and Junior Varsity teams take place during this time. Rehearsals usually are held on two weekday evenings per week and for most of the day on most Saturdays. The exact rehearsal schedule will be determined in the late fall.

Winter Guard competes at five to eight competitions throughout the season. Competitions begin in January and run through March or early April. Competition dates will be set in the late fall. Most competitions are held on Saturdays within driving distance of JMHS, but at least one usually involves a weekend overnight trip. Local competitions require parent volunteer drivers; overnight trips are via professionally-driven motor coach.

Participation in Winter Guard will incur an additional fee, the amount of which will be determined in the fall/winter. Winter Guard members may wear the same uniform they wore during fall guard, or they may need to purchase new uniforms, depending on the theme of that year's winter show. They *will* need to purchase shoes and gloves.

SPECIAL EVENTS

In addition to rehearsals, performances, and competitions, there are a number of events throughout the year that give the students (and sometimes their families) the opportunity to enjoy each other's company in a social environment.

Summer Parties

During the summer pre-season rehearsals, class parties are held at a volunteer family's home. There often are parties for separate sections as well, plus a Band-wide pool party. A potluck picnic gives new and returning Band families a chance to get to know each other or reconnect after the summer.

Spring Trip

Band students traditionally have the option to take an out-of-town trip in the spring. All Band members are welcome, including Color Guard and Winter Guard members. This trip is sometimes in conjunction with a musical performance and sometimes is purely recreational. Travel is via professionally-driven motor coach. Past spring trip destinations have included Williamsburg, Orlando, Boston, Gatlinburg, St. Louis, Myrtle Beach, and Atlanta. The 2016 spring trip is planned for Walt Disney World in Orlando, Florida; tentative dates are Wednesday, March 30 to Sunday, April 3.

This trip is optional and funded directly by the participating students and their families.

Band Banquet

Another Band tradition is the Band Banquet, held in June. Dinner is catered, graduating seniors are honored, various awards are bestowed, and parent volunteers are recognized for their service. It is a fun social event attended by virtually all Band members and their families. The Band Boosters covers the cost of the students' dinners; family members and friends pay a nominal amount for their tickets.

POLICIES, PROCEDURES, & MISCELLANY

Attendance

The JMHS Band has attained its reputation for excellence through the hard work and practice of its members. To maintain this level of excellence, all Band members must be present and on time, ready to work. "On time" means in one's place, ready to play, either on the field or in the concert chair.

Students and families are expected to plan their travel and appointments around the Band's schedule. Students who have unavoidable conflicts should contact Mr. Hackbarth well in advance of their planned absence.

If you're early.....you're on time.
If you're on time.....you're late.
If you're late.....the ensemble suffers.

Bus Travel

Before any travel, you will receive specific information about that particular trip. For every trip, the following rules apply:

- No re-sealable liquid containers (e.g., water bottles) may be brought on the trip.
- No homemade baked goods may be brought on the trip.
- Pre-packaged snacks may be brought on the trip, but products containing peanuts and tree nuts are not permitted.
- All usual school rules apply. Violations will result in the student's being sent home immediately at the parents' expense.

Uniforms Borrowed from the School

Students may be charged for school-owned garments that are lost or damaged by a student through carelessness or neglect.

Instruments Rented from the School

FCPS / JMHS has specific instruments that can be rented from the school with a FCPS instrument rental contract. Please see Mr. Hackbarth for arrangements and costs.

Food Allergies

A number of Band students have life-threatening food allergies. The Band endeavors to safely accommodate all students during Band activities and travel. To that end, we need parent volunteers to help coordinate meals during pre-season rehearsals and trips; please see the Volunteer Interest Form, which is available on the Band's web site.

BAND BOOSTERS

The JMHS Band Boosters is the family auxiliary arm of the JMHS Band. The Boosters [which is a 501(c)(3) non-profit organization] coordinates and provides everything the Band needs (other than the musical instruction from Mr. Hackbarth): meals during one of the summer pre-season band rehearsal weeks, volunteer chaperones for competitions and travel, uniform measuring and ordering, fundraising, and much more. All parents are automatically members of the JMHS Band Boosters.

The Band needs many hands to make work – and costs – light. We ask that every Band family donate five hours of their time per semester, for a total of at least 10 hours per year. There are many different volunteer opportunities available; please see the Volunteer Interest Form in this packet to see where you can help. Every year, JMHS Band parents donate thousands of hours of their time to the program (nearly 7000 hours in 2013-14!) A marvelous sense of accomplishment comes from hearing and seeing the superior results of our students' and parents' hard work. Every parent's contribution is extremely important and very much appreciated.

The Boosters meet once a month, typically on a Tuesday or Wednesday evening, in the band room. Parents, please attend as many meetings as you can. These meetings are a great source of information regarding upcoming band activities and are where many of the decisions are made. They also are good opportunities to meet your fellow band parents and become involved in band activities.

Band Boosters' Fundraising Events

The JMHS Band Boosters holds a number of fundraising events throughout the year to support the Band. The three biggest fundraisers are:

Tag Day is usually held on the first Saturday of the school year. All Band and Guard students participate by going door-to-door, in uniform, requesting donations from Vienna-area households. This fundraiser has historically been very successful, reflecting both overwhelming community support and the extraordinary effort of the students in asking for that support. Parent volunteers are needed to drive and chaperone the students. The 2015 Tag Day will be Saturday, September 12.

The Turkey Trot is a 5K/10K and one-mile "fun run" race run in the Town of Vienna, usually on the Sunday before Thanksgiving. It has grown over the years so that we now routinely have more than 1000 runners participating. It is one of the major races in the DC area, and is a USA Track & Field Certified Course. All students participate in the Turkey Trot, either by running in the race, playing in pep bands along the course, or by helping to set up, hand out packets, monitor the course, or provide other assistance. See www.viennaturkeytrot.org to register to run in the race or to sponsor it. The 2015 Turkey Trot will be run on Sunday, November 22.

Tiny Tots: In December, the Wind Symphony plays a series of holiday-themed concerts for area preschools and families. Symphonic Band and color guard members participate as characters, ushers, or stagehands.

Other Boosters Fundraising Activities

Scrip is an easy, cost-free way to raise a significant amount of money for the Band. You buy gift cards at face value for hundreds of stores at which you regularly shop, and use those cards (for their full face value) instead of cash or credit. The stores then donate anywhere from 1 to 25% of the cards' value to the Band Boosters. Orders for scrip are placed monthly; ScripNow! can be purchased instantly online after setting up an account.

Parents, extended family, and friends are all invited to participate in this easy way to get free money for the JMHS Band. Cards are available for grocery stores, gas stations, restaurants, movie theaters, home improvement stores, and almost any business that accepts gift cards. (One parent remodeled her kitchen and used Home Depot Scrip.) Scrip is available in plastic gift cards; many stores also offer reload or ScripNow! options. These options allow you to add money to an existing gift card or to print a gift certificate from your own computer/printer anytime you desire (if you use the PrestoPay payment option). Scrip is available year round to all Band families.

To set up a scrip account:

1. Go to www.shopwithscrip.com.
2. Click on "create account" under "Family Sign Up" in the green box. The enrollment code for the JMHS Band Boosters is [REDACTED] (case sensitive).
3. Determine your method of payment:
 - a. Personal checks can be placed in the lock box in the band room. The limit is \$500 per order. Checks should be payable to JMHS Band Boosters.
 - b. Presto Pay is a direct debit from your personal checking account. This takes two business days to set up the first time; after that, the funds are automatically withdrawn. This option allows you faster access to scrip, ScripNow!, and reload options. There is a \$0.15 fee for each order.
4. Order: Select the cards and quantity you want to purchase. Encourage family and friends to place orders through you. The orders are due in by midnight on the designated day. All shipping fees are paid by the Band. Check out the specials to get increased rebates on select vendors.
5. Pick-up: Once the order is placed, the coordinator will contact all families who have placed an order with dates and times for pick-up. Usually pick-up will be Friday or Saturday of the week of the order.

Please contact scrip@jmhsband.org with any questions.

Amazon Smile and Giving Assistant are two ways to get free money for the Band. Bookmark those pages and a portion of your purchases will be credited automatically to the band program. Giving Assistant offers an average of 5% rebated to the band from over 1000 stores. It can be used in conjunction with Amazon Smile, which donates 0.5% of all purchases to the band. Start at <https://givingassistant.org/np#jmhs-band> or www.smile.amazon.com. Our name at Amazon is "Band Parents Club of James Madison High School Inc."

Wrapping Paper and Citrus Fruit are traditional school fundraisers in the early and late fall, respectively.

White House Ornaments are a perennial favorite. The White House Historical Society produces a new ornament each year and offers them to us at a discount. We are then able to sell hundreds of them at a profit to friends, family, and neighbors, as well as at tables in front of local stores and polling places.

50/50 Raffle: Tickets are sold by Band parents at all home football games, with a drawing held at halftime. Fifty percent of the profit goes to the JMHS Band Boosters fund; the other 50% is awarded to the holder of the winning ticket.

Dining for Dollars: Approximately once a month, a local restaurant donates a portion of the night's proceeds to the Band. These are fun, social events for Band students and their families. Past restaurants have included Chipotle, Fosters Grille, Panera, Tequila Grande, and Zoe's Kitchen.

Spirit Wear: JMHS Band Spirit Wear items are available for families at <http://orderschoolstuff.com/madison-mb-15>. In addition, parents will have the opportunity to purchase "show shirts" for the Marching Ensemble and Winter Guard shows (the students' shirts are provided to them).

FORMS

There are a number of forms that must be filled out and turned in, no later than July 25, 2015. Earlier is better, and much earlier is much better. The Band Boosters who process these forms for our 150 Band members are all volunteers; please help them by being prompt.

All paper forms will be available online for download as part of the Marching Ensemble season registration packet. If you need a "hard copy" please e-mail bandcamp@jmhsband.org

The following forms are required to be turned in to participate in the Band Program:

Emergency Care Information	http://www.fcps.edu/it/forms/se3.pdf
Field Trip Permission Forms	at www.jmhsband.org
Extracurricular Participation Policy Form	at www.jmhsband.org

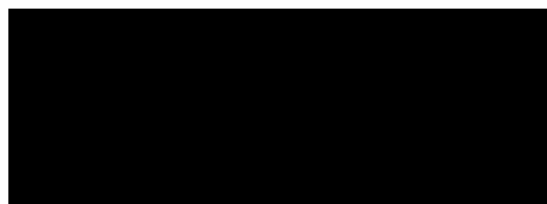
The following forms are as needed:

Medication Authorization	http://www.fcps.edu/it/forms/se63.pdf
Epinephrine Authorization	http://www.fcps.edu/it/forms/se64.pdf
Inhaler Authorization	http://www.fcps.edu/it/forms/se65.pdf

The following forms are digital submissions that are part of the online Marching Ensemble season registration packet:

Parent Volunteer Interest Form	at www.jmhsband.org
Tag Day Volunteer Form	at www.jmhsband.org
Boosters Pledge Form	at www.jmhsband.org

Please mail all completed forms to:



or scan and send them via email to bandcamp@jmhsband.org

BAND REGISTRATION CHECKLIST

CHARMS – online, no later than June 19th, 2015

- ☐ Entered/Updated personal info
- ☐ Paid fees

FORMS – printed, completed, and mailed or emailed to Gail Ayers no later than July 25, 2015

- ☐ Emergency Care Information
- ☐ Field Trip Permission Form
- ☐ Extracurricular Participation Policy Form
- ☐ Medication Authorization (if applicable)
- ☐ Epinephrine Authorization (if applicable)
- ☐ Inhaler Authorization (if applicable)
- ☐ Parent Volunteer Interest Form (at www.jmhsband.org)
- ☐ Tag Day Volunteer Form (at www.jmhsband.org)
- ☐ Boosters Pledge Form

ONLINE

- ☐ Signed up at www.jmhsband.org
- ☐ Joined Band Parents Facebook page
- ☐ Checked for employer matching of charitable donations at www.doublethedonation.com/jmhsbandboosters

2015-2016 Financial Outline

Now is the time that preparations start for another exciting year of music and pagentry! We are delighted to welcome our new students and families, as well as welcome back our returning musicians and guard members and their families.

This Financial Outline lists the two different types of costs:

- (1) FCPS fees
- (2) Requested JMHS Band Boosters donations.

Both are explained in detail on the attached letters and notices.

FCPS FEES (2015-2016)

Summarized FCPS Fees for 2015-2016			
Activity	Type of Fee	Fee	Due Date
		Male / Female	
Marching Band	Marching Band Course Material Fee	\$300	June 19, 2015
Marching Band	Accessory Items (Shoes)	\$30	June 19, 2015
Concert Band	Accessory Items (Tuxedo Rental, Boys' Shirt and Tie Purchase, Girls' Dress & Pearls Purchase)	~\$60 / ~\$80	November 6, 2015
Concert Band	FCPS Instrument Rental Fee	Varies	November 6, 2015
Concert Band	Individual Performance Opportunities	Varies	Varies by Event
Jazz Band	Accessory Items (Shirt)	~\$25	November 6, 2014
Winter Guard	Optional Activity Fee	Varies	To be Set
Spring Trip	Optional Activity Fee	Varies	To be Set

Combined Fee Examples:

9th Grade Male Musician - \$390

- Marching Band Course Fee
- Accessory Item (Marching Shoes)
- Accessory Item (Tuxedo Rental)
- Accessory Item (Shirt & Tie)

9th Grade Female Musician - \$410

- Marching Band Course Fee
- Accessory Item (Marching Shoes)
- Accessory Item (Concert Dress & Faux Pearl Necklace)

Fall Color Guard - \$330

- Marching Band Course Fee
- Accessory Item (Shoes)

JMHS BAND BOOSTERS DONATION (2015-2016)

All JMHS Band families are asked to contribute a minimum of \$500 per student to the JMHS Band Boosters.

The Booster donation helps to fund pre-season rehearsals and travel costs (this year the Pride of Vienna will compete at the Bands of America Super-Regional Championship in Atlanta) as well as supplementary instruction, equipment, sheet music and instruments.



James Madison High School

James Madison HS Band Program
FAIRFAX COUNTY PUBLIC SCHOOLS
Michael S. Hackbarth, Director of Bands

2500 James Madison Drive
Vienna, VA 22181
703-319-2300
www.jmhsband.org

2015-2016 James Madison High School Band Course Fees

FCPS and The James Madison High School Band Program will not charge students a fee for any mandatory aspect of the Generic Band program except for musical instrument and course material fees which are permitted by the Virginia Department of Education regulations. Schools or Booster organizations cannot require a student to pay fees for course materials in excess of the amount approved by the FCPS School Board in Notice 5922.

FCPS Required Fees			
	Amount	Who pays this fee?	This pays for...
Marching Band Fee <u>Payment Option 1:</u> \$300 Due June 19, 2015 <u>Payment Option 2:</u> • \$150 deposit due June 19, 2015 • \$150 balance due August 1, 2015	\$300	Marching Band Members	This fee covers consumable items/expenses for the marching band season. Examples of these items include band t-shirt, drill book, uniform, uniform accessories/maintenance, instrument accessories, music/copyright, food for instructional trips, etc. Remaining collected fees will be allocated to a uniform replacement fund. Please note the shoes are a separate accessory item – please see Accessory Items for additional info**

FCPS Sponsored Optional Activity Fee		
This is a fee that students are expected to pay if they choose to participate in any activities/trips associated with the James Madison High School Band Program. This fee is determined and assessed based on the estimated cost of the trip/activity – including such costs as transportation, accommodation, registration, food, instruction, and other miscellaneous expenses.		
Students who do not pay the fees associated with a trip/activity will be ineligible to perform/participate in the trip/activity.		
Optional Activity	Amount	Due Date
Indoor Guard (Dec – April)	To Be Determined (~\$200-400)	To be Set
Spring Trip (March or April)	To Be Determined (~\$600-800)	To be Set

FCPS Instrument Rental Fee		
This required fee only applies to students who play school-owned instruments and covers maintenance costs of those school-owned instruments. Students who are verified to be on free/reduced meal plans are to pay \$20. Fees are listed per instrument. Marching Percussion and Concert Percussion are separate instruments.		
Instrument Rental Fee	Amount	Due Date
Woodwinds and Brass	\$92 year (\$46 per semester)	10/06/15
Concert Percussion	\$60 year (\$30 per semester)	10/06/15
Marching Percussion	\$30 for season	10/06/15

Accessory Items

Certain accessory items have to be rented/purchased separately by the students as needed. Orders for these items will be placed in the Charms system. All cost listed below are based on the 2014-15 actual cost and may vary slightly in 2015-16.

Activity	
Marching Band	Examples of these items include marching band/color guard shoes, replacement gloves, replacement t-shirts, etc. Prices vary by year. <u>Marching Shoes - \$30:</u> Marching Shoes are a necessary component of the Marching Uniform for BOTH instrumentalists and color guard member. New marching members purchase shoes - returning members can purchase on an as needed basis. Payment Due June 19, 2015
Winter Guard	Examples of these items include warm-up suits, color guard shoes, and color guard gloves, etc. Prices vary by year.
Concert Band	BOYS Tuxedo jacket and pants (Rental) \$40.00
	White tuxedo Shirt \$12.50
	Bow tie \$2.50
	GIRLS Long black uniform dress \$64.00
	Faux pearls \$10.50
Jazz Band	Red long-sleeve dress shirt \$23.75

Individual Performance Events

There are opportunities throughout the school year for individual students to choose to audition and/or participate in other bands. Examples include the All-District or All-State Band and the Solo and Ensemble Festival. Audition or participation fees are often assessed for these opportunities by the sponsoring organization. The James Madison High School Band does not establish such fees, but the James Madison High School Band will assist in the collection of these fees from individuals who elect to participate and the submission of one group payment to the respective sponsoring organization. These fees are communicated at the time other information about these opportunities is communicated.

Payment Policies

Credit Card

- o Credit Payments can be made through Charms. <https://www.charmsoffice.com/charms/parents.asp>. (You can also use the link to CHARMS on the JMHIS Band web site.) If you don't already have an account, sign up using your student's FCPS-issued ID number. Once you have registered, payment can be made online with credit card.

Check

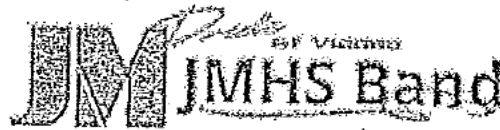
- o Payments can be made out to James Madison High School. Please include the student's name and fee being paid in the memo line of the check.
- o Payments made by check should be placed in the lockbox within the band room (next to the band office).

Cash

- o Please put the money in a sealed envelope and write the first and last name of the student and the name of the fee being paid (ex. Jane Doe, Marching Band fee) and give the envelope directly to Mr. Hackbarth. If Mr. Hackbarth is not available, please see the designated staff member in the MAIN OFFICE. The JMHIS staff responsible for collecting such cash payments will give you a receipt to acknowledge the cash payment. NO CASH PAYMENTS SHOULD BE DEPOSITED INTO THE LOCKBOX IN THE BAND ROOM.

Refunds: Typically fees paid are non-refundable once commitments and purchases have been made. These refund policies will be communicated separately as they relate to individual activities.

Financial Assistance: Assistance is available for those in need of such assistance. Requests for financial assistance should be made directly to the Band Director prior to the due date for the related fee.



Like most other great opportunities for our children, JMHS Band and Guard participation comes at a cost. In addition to the students' practice, hard work, and dedication, the Band Program incurs many costs that are only partially funded by the ever-strained Fairfax County Public Schools budget. To supplement the Band Boosters' fundraising activities, the Band relies on CHARITABLE DONATIONS to the JMHS Band Boosters to fully fund its activities and expenses, including:

- Marching Competition Travel & Lodging
- Marching Band & Guard Instructors
- Sectionals Teachers
- Instrument Purchase & Repair
- Sheet Music
- Financial assistance to needy Band students
- ... and much more!

In addition to the revenue generated by the Boosters' fundraising activities, the Band Boosters needs to raise an average of \$500 per student in donations for the Band to continue to perform at the advanced level that is enjoyed by the students, parents, and the Vienna community. Please plan to donate at least \$500 for every student you have in band. If you have the resources for a larger contribution, please be generous. Your generosity will ensure that all students can participate in all band activities, regardless of their families' financial situations. On the other hand, if your finances truly do not permit a \$500 donation, please contribute what you can. All donations will help all our students, and it is wonderful for esprit de corps to know that 100% of our families have contributed according to their abilities.

Most of the Band's expenses occur early in the year. In order to encourage families to donate early, the Band Boosters offers a JMHS BAND FLEECE STADIUM BLANKET to every family that pledges or donates \$500 per student or more by the end of the current school year (June 19, 2015).

Your donation can be made all at once, in two separate donations, or monthly. Please see the attached pledge form.

Donations can be made in one of three ways:

1. Via check to the lock box in the band room. Checks should be payable to the JMHS Band Boosters. Please include a completed pledge form (attached).
2. Via credit card at www.jmhsband.org. PayPal processes our credit card donations, but you do NOT have to have a PayPal account to donate this way.
3. In-person credit card swipe at most JMHS Band activities. Please see our Treasurer [REDACTED] or the Fundraising Committee Chairman [REDACTED] to donate this way.

Many employers will match their employees' contributions to non-profit organizations such as the Band Boosters. Please check our list online to see if your employer will donate to us, based either on your charitable donations or volunteer efforts: <https://doublethedonation.com/jmhsbandboosters>.

*The Band Boosters is a 501(c)(3) organization;
your donation is tax-deductible to the extent allowed by law.*

Thank you for supporting the JMHS Band!



In order to maintain the James Madison High School Band Boosters' support of the excellent Band program at JMHS, we are asking YOU for YOUR support. It costs approximately \$1450 per student to participate in the JMHS Band, and only a portion of that cost is covered by FCPS and required fees. The JMHS Band Boosters raises money every year to cover the difference and to offer scholarships so that every child who wishes to participate in band may do so, without regard to financial need.

Through your generosity, JMHS Band Boosters can continue to provide much-needed funds for sheet music, marching band instructors, sectionals instructors, instruments, equipment, and travel to our very successful competitions—including this year's trip to Atlanta for the Bands of America Super-Regional Championships in November. Please make a voluntary contribution to the Band Boosters of at least \$500 per student. If you are fortunate to have the resources to make a larger contribution, please consider doing so, as there may be some families for whom this amount would represent a true financial hardship.

Thank you in advance for supporting our Band students' wonderful experiences and accomplishments!

I pledge to support the JMHS Band!

Name, as you would like it listed for recognition: _____

Street Address: _____

City, State, ZIP: _____

Email: _____ Phone: _____

Is your donation in support of a specific student? If so, whom? _____

☐ Drum Major \$2000+

☐ Guard Captain \$1500

☐ Section Leader \$1000

☐ Soloist \$750

☐ First Chair \$500

We need to raise an average of \$500 for every member of the band

☐ My check is enclosed

☐ I will fulfill my pledge with two equal donations on August 1 and November 1, 2015

☐ I will fulfill my pledge with 10 monthly donations from August through May

☐ I wish to remain anonymous

☐ My employer will match my contribution. Please check <https://doublethedonation.com/jmhsbandboosters>

☐ Other \$ _____

The JMHS Band Parents Organization (aka Band Boosters) is a non-profit, 501(c)(3) organization. Your donations are tax-deductible to the extent allowed by law. Please consult your tax advisor.

Please mail this form along with your check payable to:

JMHS Band Boosters, James Madison High School, 2500 James Madison Drive, Vienna VA 22181
or contribute online at www.jmhsband.org

Thank you for your support!

JMHS Marching Ensemble: "The Pride of Vienna"

Marching Season 2015

Rehearsal and Performance Calendar

Schedule is subject to change; check website regularly for updates



August

17 - 21 Pre-season Camp

24 - 28 Pre-season Camp

31-9/4 Pre-season Camp

September

4 Football Game at Oakton HS

9 After school Marching Rehearsals Begin - Standard Schedule

3:30- 6:00 Monday, 5:45- 9:00 Wednesday, 3:30- 6:00 Thursday

11 Home Football Game

25 Home Football Game

26 ***Marching Competition, tentative*

October

3 ***Marching Competition, tentative*

9 Marching Band Camp 9am-4pm (teacher work day)

16 Home Football Game

17 BOA Regional, Newark, DE

28 Halloween Parade

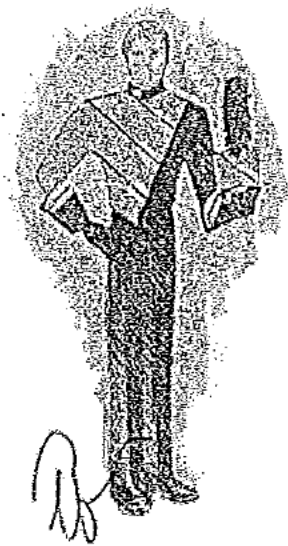
30-11/1 BOA Super Regional, Atlanta, GA

November

6 Home Football Game

7 Virginia State Marching Assessment

PLEASE SEE THE BAND CALENDAR AT WWW.JMHSBAND.ORG FOR ADDITIONAL EVENTS THAT OCCUR IN ADDITION TO THE REHEARSALS AND PERFORMANCES LISTED ABOVE

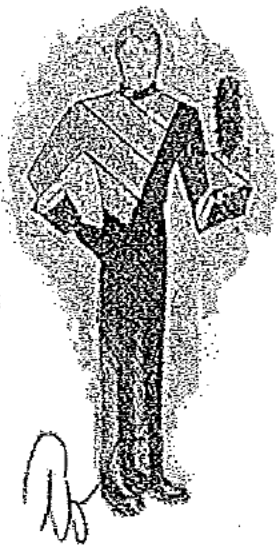


JAMES MADISON BAND

Summer Social Events

All events are sponsored and supervised by the JMHS Band Boosters

All Marching Ensemble Members Welcome!



Tuesday, August 18th Class Parties 6:00 to 8:30 p.m.
dinner and snacks will be provided

Seniors:

Sophomores: TBA
Freshmen*: TBA

*Freshmen parents may come at 8:00pm to meet with
Bob Smith, Band Parent President

Friday, August 21st Band Picnic at Glyndon Park 6:00 to 8:30 p.m.
Fun & food to celebrate the end of the first week of marching band!

Freshmen bring: bottled water or soda (in cans please; we do not have cups)
Sophomores bring: side dish or salad
Juniors bring: side dish or salad
Seniors bring: desserts
Hamburgers, veggie burgers and hot dogs will be provided

Friday, August 28th Band Pool Party 6:30 to 8:30 p.m.
Vienna Woods Swim & Tennis Club

109 Harmony Dr. SW, Vienna VA 22180
Turn on to Harmony from Cottage

Permission slip and \$5 needed for pool entry

Seniors bring: Cookies/Desserts (finger food only)
Juniors bring: Chips/Pretzels/Munchies
Sophomores bring: 6-pack soda/water bottles (no glass)
Freshmen bring: 6-pack soda/water bottles (no glass)
Everyone should bring swimsuit and towel

-- This is a SAMPLE of the Rehearsal Schedule for the Pre-Season Daily Schedule -- this is the 2014 FINAL SCHEDULE. The 2015 Daily Schedule will be available in EARLY JUNE**

2014 BAND PRE-SCHOOL DAILY SCHEDULE

All Students Attend All Sessions for Full Time - All Sessions take place at JMHS

WEEK 1 : AUGUST 11-15				
MONDAY AUGUST 11	TUESDAY AUGUST 12	WEDNESDAY AUGUST 13	THURSDAY AUGUST 14	FRIDAY AUGUST 15
<u>ALL WINDS</u> 8:00am - 2:00pm (Lunch on own)	<u>ALL WINDS</u> 8:00am - 2:00pm (Lunch on own)	<u>ALL WINDS</u> 8:00am - 4:00pm (Lunch on own)	<u>WINDS</u> 8:00am - 4:00pm (Lunch on own)	<u>FULL BAND</u> 8:00am - 4:00pm (Lunch on own)
<u>BATTERY PERC</u> 8:00am - 4:00pm (Lunch on own)	<u>BATTERY PERC</u> 8:00am - 4:00pm (Lunch on own)	<u>BATTERY PERC</u> 8:00am - 4:00pm (Lunch on own)	<u>BATTERY PERC</u> 8:00am - 4:00pm (Lunch on own)	
<u>SIDELINE PERC</u> 8:00am - 12:00pm 6:00pm - 9:00pm	<u>SIDELINE PERC</u> 1:00pm - 5:00pm	<u>SIDELINE PERC</u> 1:00pm - 5:00pm (Dinner on own)	<u>SIDELINE PERC</u> 1:00pm - 5:00pm (Dinner on own)	
<u>COLOR GUARD</u> 8:00am - 12:00pm (Lunch on own)	<u>COLOR GUARD</u> 8:00am - 12:00pm (Lunch on own)	<u>COLOR GUARD</u> 8:00am - 12:00pm (Lunch on own)	<u>COLOR GUARD</u> 8:00am - 12:00pm (Lunch on own)	
1:00pm - 5:00pm	<u>CLASS PARTIES!!!</u> (Full Details TBA)	1:00pm - 5:00pm	1:00pm - 5:00pm	<u>Band Picnic</u> (Full Details TBA)

WEEK 2 : AUGUST 18-24				
MONDAY AUGUST 18	TUESDAY AUGUST 19	WEDNESDAY AUGUST 20	THURSDAY AUGUST 21 **Flight School Today**	FRIDAY AUGUST 22
<u>ALL WINDS/SIDELINE PERC</u> 8:00am - 2:00pm 5:30pm - 9:00pm (With Lunch PROVIDED)	<u>ALL WINDS/SIDELINE PERC</u> 8:00am - 2:00pm 6:00pm - 10:00pm (With Lunch PROVIDED)	<u>ALL WINDS/SIDELINE PERC</u> 8:00am - 2:00pm 6:00pm - 10:00pm (With Lunch PROVIDED)	<u>ALL WINDS/SIDELINE PERC</u> 10:30am - 2:00pm 5:30pm - 9:00pm (With Lunch PROVIDED)	<u>FULL BAND</u> 8:00am - 4:00pm (With Lunch PROVIDED)
<u>BATTERY PERC</u> 8:00am - 3:30pm (With Lunch PROVIDED)	<u>BATTERY PERC</u> 8:00am - 3:30pm (With Lunch PROVIDED)	<u>BATTERY PERC</u> 8:00am - 3:30pm (With Lunch PROVIDED)	<u>BATTERY PERC</u> 10:30am - 3:30pm (With Lunch PROVIDED)	
<u>COLOR GUARD</u> 8:00am - 4:00pm (With Lunch PROVIDED)	<u>COLOR GUARD</u> 8:00am - 4:00pm (With Lunch PROVIDED)	<u>COLOR GUARD</u> 8:00am - 4:00pm (With Lunch PROVIDED)	<u>COLOR GUARD</u> 10:30am - 4:00pm (With Lunch PROVIDED)	
5:30pm - 9:00pm	6:00pm - 10:00pm	6:00pm - 10:00pm	5:30pm - 9:00pm	<u>POOL PARTY!!!</u> (Full Details TBA)

WEEK 3 : AUGUST 25-29				
MONDAY AUGUST 25	TUESDAY AUGUST 26	WEDNESDAY AUGUST 27	THURSDAY AUGUST 28	FRIDAY AUGUST 29
<u>WINDS</u> 5:00pm - 9:00pm	<u>WINDS</u> 6:00pm - 10:00pm	<u>WINDS</u> 5:00pm - 9:00pm	<u>WINDS</u> 6:00pm - 10:00pm	<u>FULL BAND</u> 8:00am - 12:00pm
<u>ALL PERCUSSION</u> 11:30 - 3:00 5:30pm - 9:00pm	<u>ALL PERCUSSION</u> 11:30 - 3:00 6:30pm - 10:00pm	<u>ALL PERCUSSION</u> 11:30 - 3:00 5:30pm - 9:00pm	<u>ALL PERCUSSION</u> 11:30 - 3:00 6:00pm - 10:00pm	
<u>COLOR GUARD</u> 4:00pm - 9:00pm	<u>COLOR GUARD</u> 6:00pm - 10:00pm	<u>COLOR GUARD</u> 4:00pm - 9:00pm	<u>COLOR GUARD</u> 5:00pm - 10:00pm	<u>AWAY Football -</u> <u>South Lakes HS</u>
				<u>Premiere Performance of the</u> <u>2014 JMHS Marching Band</u> <u>@7:00pm</u>

**On Thursday, August 21 JMHS will be having its annual "Warhawk Flight School" Orientation for rising 9th grade students. 9th grade band members will be excused from the rehearsals from 9:00am-12:00pm on this day if they choose to attend this event. Percussion members are expected to attend the remainder of their rehearsal block following flight school. All other schedules will remain the same for the afternoon and evening.



PARENTAL AUTHORIZATION AND ACKNOWLEDGEMENT OF RISK FOR FIELD TRIP

(This form and an attached field trip description are required for all field trips.)

IMPORTANT DIRECTIONS: (1) Use one form per trip, (2) Complete the school portion (top half) of form, (3) Duplicate one form per student, and (4) Send a copy home for parent and student signatures.

TO BE COMPLETED BY THE SCHOOL

Date(s) of Trip Basket Trip Form - Events on the JMHS Band Program Calendar	Destination JMHS Band Program Performances 2015-2016
Purpose Marching Ensemble, Concert Band, Jazz Band, Winter Guard and Miss. Activities for the 2015-2016 School Year	
SUPERVISION (Check one)	
<input checked="" type="checkbox"/> Students will be directly supervised by adults on this trip at all times.	
<input type="checkbox"/> Students will be directly supervised by adults on this trip with the following exceptions: _____	
TRANSPORTATION BEING PROVIDED (Check all that apply)	
<input checked="" type="checkbox"/> Walking	<input checked="" type="checkbox"/> School Bus
<input type="checkbox"/> Leased Vehicle	<input type="checkbox"/> County Vehicle
<input checked="" type="checkbox"/> Commercial Carrier	<input checked="" type="checkbox"/> Personal Vehicle
<input type="checkbox"/> None	
DRIVERS OF PRIVATE OR LEASED VEHICLES (Check all that apply)	
<input checked="" type="checkbox"/> Student	<input checked="" type="checkbox"/> Parent
<input type="checkbox"/> Teacher or Staff Member	<input type="checkbox"/> Other Adult
VEHICLE TYPE (Check all that apply)	
<input checked="" type="checkbox"/> Car	<input checked="" type="checkbox"/> Van (10 passenger or less)
<input type="checkbox"/> SUV	<input type="checkbox"/> Other _____ (Specify)
RISK RELATED (Check all that apply)	
<input type="checkbox"/> Swimming Pool	<input type="checkbox"/> Amusement or Theme Park
<input type="checkbox"/> Beach or Ocean	<input type="checkbox"/> Other _____ (List activity)
STOCK EPINEPHRINE (Check one) <input type="checkbox"/> Will be available on this trip <input checked="" type="checkbox"/> Will not be available on this trip	

Pupil Agreement

While participating in this field trip, I will accept responsibility for maintaining good conduct and appearance, and I will follow directions at all times.

Signature of Student _____

Date _____

PARENTAL AUTHORIZATION AND ACKNOWLEDGEMENT OF RISKS

I understand that participation in this field trip is voluntary, that it is not required, and that it exposes my child to some risk(s). I also understand that the trip may include amusement activities and that participation in any amusement activities will expose my child to some risk of injury or even death. I have read and understand the description of the field trip (attached) and authorize my child to participate in the planned components of the field trip to the extent indicated by my signature below. I also understand that participation in the field trip will involve activities off school property; therefore, neither the Fairfax County School Board, or its employees and volunteers, will have any responsibility for the condition or use of any non-school property.

PARENT PERMISSION (Check all that apply)

- ☐ Participation in all aspects of this trip.
☐ Participation in all aspects of this trip, except the amusement and theme park activities.
☐ Participation in all aspects of this trip, except the water-related activities.

I give permission for _____ to participate in this field trip.

Signature of Parent _____

Date _____

IMPORTANT NOTICE Fairfax County Public Schools (FCPS) cannot be responsible for reimbursements to parents or students of money submitted as advance payment (e.g., for Broadway shows, transportation, or hotels) for any field trip that FCPS cancels. It is strongly recommended that you personally review any tour company's or commercial carrier's contract, including its stated refund policies, BEFORE your child signs up or pays for the trip.

TO BE COMPLETED AT HOME



REQUEST FOR APPROVAL OF ROUTINE FIELD TRIP

TRIP INFORMATION

School:

James Madison High School

Grade or Activity:

Band Program, Grade 9-12

Destination:

Performances, Festivals, Competitions, Evaluations, Auditions, and Other Activities for the 2015-2016 School Year

No. of Students:

Varies

No. of Staff Members:

1

No. of Chaperons:

10 to 1 Student to Adult

Time:

Date:

Place of Departure:

James Madison High School

Time:

Date:

Place of Return:

James Madison High School

Purpose:

Marching Ensemble, Concert Band, Jazz Band, Winter Guard and Misc. Activities for the 2015-2016 School Year

POS Correlation or Academic Focus:

Performance, Evaluation, Assessment, and Community Outreach. Travel Permission for all trips (within 6 hours) that are not

overnight and/or unusual risk. Private vehicles will only be used with appropriate FCPS driver verification and additional notice.

Repeated Trips:

All events listed on the JMHS Band 2015-2016 Calendar - official calendar can be found at www.jmhsband.org

Music Event Company (if applicable):

Transportation: ☒ Walking ☒ School Bus ☒ Private Vehicle ☒ Commercial Carrier (see Notice 5790 for approved carriers)
☐ Metro Bus or Rail ☐ County Vehicle ☐ Leased Vehicle Provides/Approved by Mt. Vernon Travel

Commercial Carrier Name

Number of Buses Needed

Does This Require Facilities for Special Needs?

☐ Yes ☐ No

Supervision Will Be Provided by Adults Directly. Exception(s), If Any:

☐ Stock Epinephrine will be available on this trip

☒ Stock Epinephrine will not be available on this trip

REQUESTER

Teacher:

Michael S Hackbarth - Director of Bands

Date:

4/28/2015

APPROVAL

Principal or Designee

Date

Comments:

Notice will be provided to JMHS Activities office for all trips that involve Charter Buses that are booked via Mt.

Vernon Travel. Overnight Travel (and other Unusual risk events) will required additional trip approval and forms.

FAIRFAX COUNTY PUBLIC SCHOOLS (FCPS) PARTICIPATION POLICY

STUDENT ACTIVITIES

2015-2016

Introduction

Extracurricular activities, co-curricular requirements, and interscholastic athletic programs, collectively "Student Activities", are a part of the total school program and provide opportunities for students to supplement their classroom experiences. Participation in student activities is a privilege, not a right. School administrators may declare a student ineligible to participate in Student Activities in total or in part, to include any performance or representation of the school or FCPS, for inappropriate conduct regardless of whether that conduct occurs during the school day, evenings, weekends, or holidays. Inappropriate conduct includes but is not limited to conduct in violation of: rules and agreements established between students and their coaches, sponsors, or teachers; a school's local student behavior guidelines; VHSL rules; or the current version of FCPS Regulation 2601, Student Rights and Responsibilities (SR&R). Students may exercise the complaint procedures in SR&R to express disagreement with decisions regarding participation in student activities; however, a school administrator's decision to declare a student ineligible to participate in Student Activities will not be delayed while the student pursues his or her complaint right.

Coaches and sponsors will distribute activity rules and policies at the beginning of each season and may supplement those rules and policies thereafter, as appropriate. Coaches and sponsors will discuss and clarify their expectations regarding school-wide participation policies and the particular activity's rules and commitments. Students are required to comply with these rules and, may forfeit their privilege to participate if they violate those rules or this policy.

Co-curricular requirements that occur outside regular school hours as extensions of classes will have written procedures governing graded, alternative assignments. These written procedures will be included in course handouts, syllabi, and/or grading design. Should a student be declared ineligible to represent the school at public performances and/or events, these alternative assignments will replace public, outside regular school hours requirements associated with the class. As such, the student will suffer no academic penalty as a result of being declared ineligible to participate.

Virginia High School League Eligibility

The eligibility of any student who is reassigned to a different school following disciplinary proceedings for prohibited conduct and who seeks to participate in any activity, including interscholastic athletics, governed by the Virginia High School League (VHSL) is subject to:

- SR&R.
- Compliance with VHSL rules.
- Minimum 30-school day waiting period beginning with the first date on which the student began attending classes at the school of reassignment.
- No participation in practices during the waiting period and no same-season waivers.
- Approval of the principal of the school of reassignment, including verification that the student is in good standing. The student's eligibility is neither assured nor guaranteed but, rather, is dependent on the student's positive conduct and citizenship. It is the responsibility of the student to initiate the process of securing VHSL eligibility in order to participate in VHSL activities.
- For further information regarding VHSL eligibility and activities, see the VHSL website, www.vhsl.org.

Section A.

Alcohol, Tobacco, Smoking Devices, Other Drugs and Steroids

Alcohol, Tobacco, Other Drugs and Performance Enhancing Steroids

Students will not participate in Student Activities if they violate the provisions of this policy related to alcohol, tobacco, smoking devices (to include nicotine vapor products, alternative nicotine products, electronic cigarettes and Hookah pens; all of which are collectively referred to herein as "tobacco products") other drugs, and performance enhancing steroids.

- Students may not possess, use, sell, give, or otherwise transmit or be under the influence of any illegal drug or alcoholic beverage, the possession of which is prohibited by law.
- Possession or use of any tobacco product is prohibited.

- Students are expected not to put themselves in compromising situations where illegal drugs are present, or where alcohol or tobacco products are being offered to, or used, by under aged individuals, or where legal drugs (to include prescription medication) are being used illegally or abused. If students are at a party or other event where this is occurring, they are expected to leave or they are subject to being declared ineligible to participate in Student Activities for 15 calendar days.
- If it is determined that a student has unlawfully used performance-enhancing steroids, the student is subject to consequences under VHSL rules, in compliance with Virginia Code Section 22.1-276.3, which in summary bans an offending student from interscholastic athletic competition for a 2 year period.

Mandatory Consequences for the Use or Possession of Tobacco, Other Drugs, and Performance-Enhancing Steroids

Alcohol, Tobacco and Other Drugs

In addition to any additional consequences detailed in SR&R, students who possess or use alcohol, tobacco, other drugs, or performance-enhancing steroids, whether on or off school property, are subject to the following mandatory consequences related to Student Activities.

First offense during a school year:

The student:

- Will be ineligible to participate for 30 calendar days in club events, games, performances, productions, and co-curricular course activities that occur outside school hours and are open to the public.
- Must participate in a Community Services Board (CSB) substance abuse or equivalent assessment (if applicable).
- May practice and attend events (non dress/ performance/compete) unless the student is suspended from school or otherwise declared ineligible to participate.
- May try out for new season, unless suspended from school or otherwise declared ineligible to participate.

Second offense during a school year:

The student:

- Will be declared ineligible to participate in Student Activities for the remainder of the school year and from all student extracurricular activities and co-curricular course activities that occur outside school hours and are open to the public.
- Must participate in a (CSB) substance abuse or equivalent assessment (if applicable).

For performance-enhancing steroids-any offense:

- If it is determined that a student has unlawfully used performance-enhancing steroids, the student is subject to consequences under VHSL rules, in compliance with Virginia Code Section 22.1-276.3, which in summary bans an offending student from interscholastic athletic competition for a 2 year period.

Students and/or their parents may appeal actions pursuant to this policy taken by a coach, sponsor, or teacher. The first level of appeal is to the Director of Student Activities or other administrator as designated by the principal. The second level of appeal is to the Principal. Decisions rendered under this policy cannot be appealed beyond the principal, whose decision is final. School officials will send a written decision to the parent within two school days of the appeal.

Students charged with a crime in the community that are required to be reported to the principal by Court officials, or for crimes involving violence, tobacco, alcohol, or any other prohibited substances may be declared ineligible to participate in Student Activities unless or until the charges are dismissed or the student is found not guilty. Students must promptly report any such charges to the coach, sponsor, or teacher who will present the facts as known to the school administrator. Failure to report such a charge may result in a student being declared ineligible to participate in - Student Activities for the remainder of the school year. In the event the charges are dismissed or the student is judged not guilty, the student shall be reinstated in Student Activities.

Section B

General Student Standards of Conduct

Other Behaviors

Students may not participate in Student Activities if they engage in other prohibited conduct as outlined in FCPS Student Rights and Responsibilities Regulation 2601 and the Code of Virginia.

- Students suspended from school (in-school or out-of-school suspension) will not be permitted to participate in Student Activities while suspended.

- Students assigned detention by teachers and/or administrators must report the detention to their coach, sponsor, or co-curricular teacher. The coach, sponsor, or co-curricular teacher will determine any additional action to be taken according to the activity rules given to students.
- Students will not engage in hazing or harassment. Where such misconduct results in bodily injury to a student, offender(s) are subject to criminal prosecution and to disciplinary consequences outlined in SR&R, in accordance with Virginia law. School officials may recommend suspension and/or expulsion in any case of hazing or harassment, and students who violate this rule will lose participation privileges for Student Activities for the remainder of the school year.

Attendance Policy

- Students must be present in school and in good standing the entire day in order to be eligible to participate in any after-school Student Activities scheduled on that day. Exceptions to this standard may be made with the prior approval of the principal or her/his designee.

Consequences and Procedures when Students Violate the FCPS Participation Policy

If the school determines that a student who is participating in Student Activities has violated the terms of this policy, the student will be subject to consequences. Prior to making such a determination and imposing any consequence, the coach, sponsor, teacher, and/or school official shall give the student the opportunity to explain his/her actions.

The school administration shall record in writing the factors that lead to its conclusion, shall stipulate the consequence(s) to be administered, and shall recommend other interventions, such as a CSB assessment, if applicable.

Students and/or their parents may appeal actions pursuant to this policy taken by the coach, sponsor, or teacher. The first level of appeal is to the Director of Student Activities or other administrator designated by the principal. The second level of appeal is to the Principal. Decisions rendered under this policy cannot be appealed beyond the principal, whose decision is final. The school administration will send a written decision to the parent within two school days of the appeal hearing.

Students charged with a crime in the community may be suspended from participation in all Student Activities unless or until the charges are dismissed or the student is found not guilty. Students must report any such incidents to the coach, sponsor, or teacher, who will present the facts as known to the school administrator. Failure to report such an incident may result in exclusion from participation in these Student Activities for the remainder of the school year. In the event the charges are dismissed, or the student is adjudged not guilty, the student shall be reinstated in Student Activities.

ACKNOWLEDGEMENT PAGE 2015-2016

**We have read and acknowledge receipt of the Student Participation Policy
For Student Activities**

Student's Printed Name _____

Student's Signature

Grade

Parent's/Guardian's Signature

Date



EMERGENCY CARE INFORMATION

In case of an emergency, the school staff will contact 911.

Every attempt will be made to contact a parent, a guardian, or a designated emergency contact.

STUDENT INFORMATION

Last:	First:	Middle:	Date of Birth:	Gender: <input type="checkbox"/> M <input type="checkbox"/> F	Grade:
School Name:		ID No.:	Teacher or Counselor:	Bus # (AM):	Bus # (PM):
<input type="checkbox"/> Student has medical alert information on file. See page 2 for details.					

PARENT/GUARDIAN CONTACT INFORMATION

This form is to be completed by the enrolling parent. The enrolling parent is the natural or adoptive parent or legal guardian with whom the student lives the preponderance of the school week and who enrolled the student in school.

Enrolling Parent	Last:	First:	Middle:	Telephone	
				Home:	
Number:	Street:		Apt. #:	Work:	
City:			State:	Zip:	Cell:
Relationship:		<input type="checkbox"/> Resides with	Language:	E-mail:	
<input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Legal Guardian <input type="checkbox"/> Foster Parent <input type="checkbox"/> Self					
Other Parent	Last:	First:	Middle:	Telephone	
				Home:	
Number:	Street:		Apt. #:	Work:	
City:			State:	Zip:	Cell:
Relationship:		<input type="checkbox"/> Resides with	Language:	E-mail:	
Other Parent	Last:	First:	Middle:	Telephone	
				Home:	
Number:	Street:		Apt. #:	Work:	
City:			State:	Zip:	Cell:
Relationship:		<input type="checkbox"/> Resides with	Language:	E-mail:	
Other Parent	Last:	First:	Middle:	Telephone	
				Home:	
Number:	Street:		Apt. #:	Work:	
City:			State:	Zip:	Cell:
Relationship:		<input type="checkbox"/> Resides with	Language:	E-mail:	

OTHER CONTACT INFORMATION

Please list at least two people we may call if the parent(s) or guardian(s) cannot be reached in the event of an emergency. These people also have your permission to pick your child up from school during the school day.

Name of Person	Relationship	Language	Telephone
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

* Please remember to sign page 2.



EMERGENCY CARE INFORMATION

In case of an emergency, the school staff will contact 911.

Every attempt will be made to contact a parent, a guardian, or a designated emergency contact.

STUDENT INFORMATION					
Last:	First:	Middle:	Date of Birth:	Gender: <input type="checkbox"/> M <input type="checkbox"/> F	Grade:
School Name:	ID No.:	Teacher or Counselor:		Bus # (AM):	Bus # (PM):
Siblings attending the same school (complete if applicable). Name(s):			Is Internet access available in your home for your child/children? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Declined		

CURRENT HEALTH CONDITIONS	
Below check any current health condition that may require attention during the school day. Also complete and submit Health Information form SS/SE-71 if your child has health conditions that require attention during the school day. See below for medical alert information currently on file.	
<input type="checkbox"/> allergies (be specific) <input type="checkbox"/> foods _____ <input type="checkbox"/> medicines _____ <input type="checkbox"/> bee sting or insect bite _____ <input type="checkbox"/> other _____	<input type="checkbox"/> hemophilia <input type="checkbox"/> sickle cell anemia <input type="checkbox"/> physical disability (be specific) _____ <input type="checkbox"/> respiratory (be specific) _____
<input type="checkbox"/> asthma <input type="checkbox"/> cancer <input type="checkbox"/> diabetes <input type="checkbox"/> hearing problems <input type="checkbox"/> hearing aid(s) <input type="checkbox"/> heart problems (be specific) _____	<input type="checkbox"/> seizures <input type="checkbox"/> vision problems (be specific) _____ <input type="checkbox"/> glasses <input type="checkbox"/> contacts <input type="checkbox"/> other (be specific) _____
List all medications and dosages your child receives on a continual basis: _____ _____ _____	

MEDICAL ALERT INFORMATION ON FILE
This space reserved for system printing of Health Information

PHYSICIAN INFORMATION	
My child's medical care is provided by: _____ (name of doctor, clinic, or HMO) (telephone)	
Does your child have health insurance? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, medical coverage is provided by: _____ (health insurance company, assistance program, HMO, etc.) (telephone)	

First aid and emergency treatment will be provided to students in accordance with the current version of FCPS Regulation 2102 or in accordance with the student's individualized health plan.

ENROLLING PARENT OR GUARDIAN SIGNATURE: _____ DATE: _____



Parent Information About the Emergency Care Information Form

What is the Emergency Care Information form used for?

School staff rely on the Emergency Care Information form to provide them with information needed to (1) contact a parent or other responsible adult in the event of an emergency concerning the student; (2) assist school staff or emergency medical services in the event the student requires medical services for illness or injury; (3) respond to requests to release of the student during the school day in nonemergency situations.

Who is responsible for completing the Emergency Care Information form?

This form should be completed by the enrolling parent. The enrolling parent is the natural parent, adoptive or legal guardian with whom the student lives the preponderance of the school week and who enrolled the student in school.

Who else should be listed in the Parent/Guardian Contact Information section of the form?

The Parent/Guardian Contact Information section has space for a student's other natural or adoptive parent or legal guardian to be listed. A parent's contact information should be listed in the second box if the parent shares legal custody of the child with the enrolling parent. School staff will share information about the student and will release the student to a parent who has legal custody of the child. A stepparent that resides with the child may also be listed in the Parent/Guardian Contact Information section of the form.

Who should be listed in the Other Contact Information section of the form?

It is very important that school staff have contact information for at least two responsible adults who can be contacted in the event of an emergency when the parents cannot be reached. Other adult family members or friends should be listed in the Other Contact Information section of the form.

Please also note that school staff will allow any person you list on this form in the Other Contact Information section to pick up the child from school during the school day in both emergency and nonemergency situations.

In the event of an emergency, who will the school notify?

In the event of an emergency, school staff members will attempt to contact the enrolling parent first. If the enrolling parent cannot be reached, school staff will then attempt to reach the parent/guardian, if any. If neither the enrolling nor other parent/guardian listed can be reached, school staff shall contact the people listed in the Other Contact Information section on the Emergency Care Information form. Once a parent or designated contact is reached, staff will provide him or her with information about the student and the emergency situation and will release the student to him or her, as appropriate.

A noncustodial parent may be provided with information about the child, but staff will not release the student to him or her without the written consent of the custodial parent (Regulation 2240, III.B, and IV.F).

What should I do if I need to update the information on this form?

It is extremely important that school staff have the most up to date and accurate information about your child. The enrolling parent may update information on this form at any time by either contacting the school or accessing weCare@school in the FCPS 24-7 website (fcps.blackboard.com).

Where can I find more information about FCPS's procedures regarding the emergency care information form and first aid and emergency treatment for students?

Please refer to FCPS Regulation 2240, Parent Participation and Decision-making and FCPS Regulation 2102, First Aid, Emergency Treatment, and Administration of Medication for Students for additional information.