

# LEESBURG HIGH SCHOOL BAND

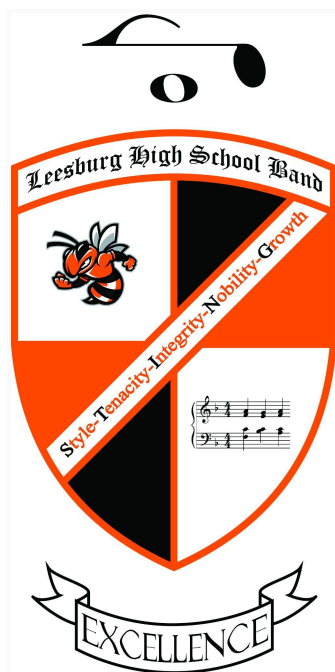
STYLE

TENACITY

INTEGRITY

NOBILITY

GROWTH



# WELCOME

# PACKET

# 2022-2023

# Leesburg High School Band Program Information

## Parent Checklist – many forms (below) will ONLY be available at Parent Orientation Meetings.

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- Go to [www.band.caseymanscustomsigns.com](http://www.band.caseymanscustomsigns.com) then scroll down and click “Registration Form.” This is where you’ll provide demographic, contact, class, and student information.
- Register your student and yourself on CutTime (our band account management system).
- Sign up for the Band App (parents will join Band Parents 22-23, students will join Band 22-23).
- Attend Parent Orientation Meeting (required for all families)** – Pick one of these evenings: July 25th, 26th, 27th at 8:00pm. This is during the marching portion of band camp, so students will be rehearsing at this time.
- Out of pocket required personal supplies.** We try to minimize these as our fundraising pays for nearly everything. As a 501c3 non-profit charity, we cannot fundraise for items a student keeps. All of the below are synthetic materials so they can last multiple years. The summer fee pays for our outside band staff.
  - Uniform T-Shirt
  - Uniform Shorts
  - Uniform Ball Cap
  - Sling Bag
  - ½ Gallon Logo Water Cooler
  - Marching Shoes
  - Commitment Fee
- Prepare and turn in Medical Waiver / Field Trip Release form with a photocopy of insurance card if available.
- Prepare and turn in Parent/Director/Student Compact.
- Begin working on Corporate Sponsorship Fundraiser (form on [www.band.caseymanscustomsigns.com](http://www.band.caseymanscustomsigns.com))

## Camps

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- \*REQUIRED\* Marching Fundamentals Evening Course – 3 Days** – (2023-2024 Dates TBD) 5:30pm-8:30pm, bring instrument, wear athletic shoes, shorts & t-shirt/tank top, no denim, bring water or Gatorade with you, and a snack if you want.
- (If on vacation, attendance is optional) Summer Tuesdays** – (2023-2024 Dates TBD) 5:30pm-8:30pm – If you’re in town, we want to see you there, otherwise a parent/guardian must email so WE and THEY know where you are. Work is unexcused.
- \*REQUIRED\* Band Camping Evenings** – July 25-29, 12:30-9:30. Students need to wear athletic attire, athletic shoes, hat, and bring water cooler/bottle, mechanical pencils, music and instruments.

**Recommended Summer Conditioning:** Do yard work, go for a bike ride, go for a walk. You’ll thank me later when you’re not struggling during band camp. Also, don’t drink dairy or soda during band camp days.

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**Our contact info:**

**Lucas James – [lucasejames2@gmail.com](mailto:lucasejames2@gmail.com)**

**Cheri Howard –**

**Band Room (352) 728-3739**

**~ Band Website ~**

**[www.band.caseymanscustomsigns.com](http://www.band.caseymanscustomsigns.com)**

**Volunteer information on website**

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A Parent's Guide to our philosophy on

# Time Commitment & Grading Policy

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Our Swarm of Sound Athletic Pep Band performs at Football Games. The Leesburg High School Band is in its 96th season and is the largest student organization on campus. These students represent nearly every organization and athletic team on campus. They are future leaders who experience success by surrounding themselves with other successful and upwardly mobile people.

All Band Members Participate in All Band Activities. Students should expect 2.5 hours of rehearsal each week outside of school. During Football Season, expect Friday night games. All performances will appear on the Calendar on the website and the Band app.

**You may have heard that “band takes a lot of time”**

**This WAS true because of Marching Band.**

**However, since we don't march competitively anymore, we only have to rehearse one day a week after school.**

Students will earn the required Fine Arts Credit upon successful completion of the academic year and the achievement of a C or higher – every student must have this credit to graduate high school.

## Grading Policy

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The grading policy here is very simple: Just as in the workplace, a student cannot get “paid” for hours not worked. Similarly, for absences and tardies from band events, students will not receive points. My goal is to help parents raise successful, independent adults. The only problems that ever occur are from ignoring the published calendar, “accidental scheduling mistakes,” and assuming that a child deserves an exception because he/she has followed the rules up until that point.

Band members who earn an “A” schedule conflicts on non-rehearsal days. Band is a collective performance group depending on every member to be on time, ready, and committed. Band is important to the students and is a team effort. Students learn very quickly that the performance and image of their band suffers every time a person is missing. They take ownership of their image. They become very motivated to be on time – always ready and present. If they are upset about a scheduling conflict or being late, please support and believe them! We want today's teenagers to show they care about something beyond themselves and our members come to value their band a great deal.

The creation of successful children occurs at home. All of our wonderful, talented, smart, and successful band members are a result of their parents. We are thankful for you. Join us in sending a common message to these wonderful young people that “anything worth doing, is worth doing right.” Come volunteer and be a part of their life, they will appreciate it when they are older

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A Parent's Guide to our philosophy on

# Money and Volunteering

We've come up with a system that enables all of our children to participate – all of our fundraising is based on volunteer contribution and **SHOULD NOT BE OUT-OF-POCKET**. When you hear "Expected Fundraising Contribution is \$59/month for 10 months of the school year," please keep that in mind.

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## Required Items (gear, shoes, etc) (depends on what you need)

Check out the order form on the school website (click: [3. Order Required Supplies](#) in the "Do these five things to register for band" section of the website.) Please, order carefully. There are selections that are specific to your child's gender and instrument and how many music classes he/she is involved in. This has to come out of pocket because these items are kept by the child and we cannot legally fundraise for something students keep. Think of it like shin guards, cleats, or a baseball glove but in a band context.

**Concert Uniform – order on your own or through us – separate payment will be due once the year starts if you go through us. If you purchase it on your own, please email me so we can check you off the list.**

**Black bowtie, black cummerband, black tux pants with Satin Stripe, Black ¼ inch pleat wing collar tux shirt, black socks, please have by November 1st.**

## EFC (Expected Fundraising Contribution)

- We have tried to keep this amount to that of an average cell phone bill of our students as well as what we can do reasonably in a school year. This is the anticipated amount of fundraising that is necessary to cover participation in band activities.
- **Nearly all of this can be earned by helping at our events!**
- You may pay out of pocket for a tax deduction, if you choose. We are a 501c3 charity.
- **Fundraising opportunities** are on the "Volunteer" box on [www.band.caseymanscustomsigns.com](http://www.band.caseymanscustomsigns.com) and will be sent out in advance of the opportunity. Please make sure we have correct contact information.
- Standard fundraisers cannot cover trips.

**A FUNDRAISED OR TAX DEDUCTIBLE DONATION – YOU CHOOSE**

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### Expected Fundraising Contribution (EFC) Schedule.

August 31st	\$59 raised/paid	January 15th	\$59 raised/paid
September 20th	\$59 raised/paid	February 15th	\$59 raised/paid
October 15th	\$59 raised/paid	March 15th	\$59 raised/paid
November 15th	\$59 raised/paid	April 15th	\$59 raised/paid
December 15th	\$59 raised/paid	May 15th	\$59 raised/paid

OVERNIGHT  
 OUT-OF-STATE  
 OFF CAMPUS

**LAKE COUNTY SCHOOLS**  
FIELD TRIP/SCHOOL ACTIVITY  
PARENT CONSENT/LIABILITY WAIVER/MEDICAL RELEASE

Student \_\_\_\_\_ School LEESBURG HIGH SCHOOL  
Club/Group/Class LHS BAND Supervising Faculty Member Lucas James, Cheri Howard, et al  
Activity ALL LHS BAND EVENTS Location VARIES  
Date & Time of Departure LHS BAND EVENTS 22-23 Date & Time of Return PLEASE SEE LHS BAND CALENDAR FOR DETAILS

Method of Transportation:  School Bus  Charter Bus  Private Car  Leased Car  Walking  Other

**MEDICAL INFORMATION**

Does your child have any of the following conditions?

Epilepsy/Seizures	<input type="checkbox"/> Yes <input type="checkbox"/> No	Motion Sickness	<input type="checkbox"/> Yes <input type="checkbox"/> No	Diabetes	<input type="checkbox"/> Yes <input type="checkbox"/> No
Any Medication	<input type="checkbox"/> Yes <input type="checkbox"/> No	Asthma/Wheezing	<input type="checkbox"/> Yes <input type="checkbox"/> No	Heart Disease	<input type="checkbox"/> Yes <input type="checkbox"/> No
Muscular/Skeletal Problems	<input type="checkbox"/> Yes <input type="checkbox"/> No	Hemophilia/Bleeding Disorders	<input type="checkbox"/> Yes <input type="checkbox"/> No		

Is there any other condition which might possibly require treatment and/or medication during the trip?  Yes,  No. If Yes, you must complete and attach the Administration of Non-Prescription Medication Consent Form and/or the Administration of Prescription Medication Consent Form.

**PARENT CONSENT / LIABILITY WAIVER / MEDICAL RELEASE**

I/We hereby give permission for my child to accompany employees of the LCSB, acting as chaperones, to ALL LHS Band Events for the days indicated above. I/We will not hold the LCSB nor their agents or employees accompanying the group responsible for any accident or injury to my child/ward. In the event my child/ward causes any property damage or personal injury, whether individually or in concert with other persons or entities, I/We agree to indemnify and hold harmless the LCSB, its agents and employees. I/We have read the information in regards to this trip. I/We are aware of guidelines of said trip and the number of chaperones which will accompany our child/ward. I/We hereby grant to the attending physician or his consulting physicians, to render the my/our child/ward any emergency treatment, medical or surgical care that might be deemed necessary to the health and well-being of said child/ward. Also, when necessary for the administering of such care, I/We grant permission for hospitalization at an accredited hospital. I/We assume full responsibility and liability for any and all expenses, damage, accident, illness, injury or medical expense of and to my/our child/ward or my/our property resulting from such participation. I/We attest and affirm that the participant has no limitation that should prevent participation in the activity and I/We have not been advised or informed by anyone to the contrary. I/We further agree to inform the appropriate school official(s) should my/our child/ward's physical condition change in any way and any time so as to affect his/her participation in the activity herein named. I/We further relieve and release said LCSB from any liability in its failure to carry insurance upon my/our said child/ward.

Our/My child/ward has medical insurance  Yes,  No. If yes, you must complete and attach a copy of proof of insurance to this form.

Insurance Co. \_\_\_\_\_ Policy # \_\_\_\_\_

_____	_____	_____	_____
Home Phone	Work Phone	Cell Phone	Emergency Phone
_____	_____	_____	_____
Parent/Guardian Name (Print)	Parent/Guardian Name (Signature)	Date	Home Address / City/ Zip

**THIS SECTION MUST BE COMPLETED BY PARENT/GUARDIAN ONLY IF CHARD/WARD IS GOING OUT-OF-STATE OR OVERNIGHT!**  
(SIGN IN PRESENCE OF A NOTARY)

Parent/Guardian Signature \_\_\_\_\_  
NOTARY STATEMENT STATE OF FLORIDA, COUNTY OF LAKE

On \_\_\_\_\_ before me personally appeared \_\_\_\_\_, personally know to me or proved to me on basis of satisfactory evidence to be the person whose name is subscribed to the instrument and acknowledged to me that he/she executed the same in his/her authorized capacity and that by his/her signature on the instrument, the person or the entity upon behalf of which the person acted, executed the instrument.

WITNESS my hand and official seal \_\_\_\_\_

One copy must be retained by the administration and a duplicate copy must accompany the sponsor when leaving school property with students.  
75 F004 01/15/10 NEWSubmitted by Risk Management

# Parent/Director/Student Compact

## Leesburg High School Band – Time Commitment

Band is group effort that requires 100% participation – an unexcused absence (please see rubric on website) hurts a child’s grade, hinders the learning of other students, and lowers the success of the team as a whole. Please make sure to regularly check the Band app and Website calendar. **Please do not use participation in band as a punishment for your child. Band is not the equivalent of less video game time or not going out with friends.**

Initials	<b>Director Commitment</b> – We will hold your child to the highest standards of citizenship and musicianship with love, sacrifice of our time, and hard work. We will always give advance notice when adding to the calendar and we will not waste your family time, we will assist parents in any way possible to help their children grow into capable, independent adults.
Initials	<b>Student Commitment</b> – I will strive and act as a member of a team, avoid absences and tardies, be prepared, make myself aware of events, meet my EFC Goal, communicate with parents, teachers, coaches, and band staff in advance. I will be honest in my dealings with parents, teachers, and staff about band business. I will accept challenges and meet them with hard work and determination.
Initials	<b>Family Commitment</b> – I/We will be personally aware or and commit to having my child at all events on time (schedule is always on Band app and website); attend meetings when possible; support my/our child at performances; <b>never use band participation as a punishment</b> ; assist student in meeting EFC goal.

### Financial Commitment

**Required Band Supplies** – see the link: [3. Order Required Supplies](#) on the website. In general, if an item is in good condition it doesn’t need to be replaced. These items cannot be fundraised because they are owned by parents/students and not retained by the school.

**EFC Goal** – \$59 fundraised per month for 10 months of school. I cannot stress this enough: **THIS IS NOT AN OUT-OF-POCKET EXPECTATION.** This is each member’s responsibility to pull his/her weight, hardship discounts cannot apply because of the nature of what EFC is.

**EFC Discounts:**

- \$10 per band parent meeting attended
- \$10 everytime you chaperone an away event
- \$10 per hour spent building props or assisting with concession cleanup
- \$10 per hour helping with uniforms

Opportunities will be sent out via Band app and posted on the band website.

**Please check one below:**

- I and/or my child will be participating in some of the many optional but easy to do fundraising opportunities and will endeavor to follow the schedule in the “Parent’s Guide to Money” handout.
- We prefer monthly payments so we may take a tax deduction and we will follow the schedule in the Parent’s Guide to Money We will not be participating in fundraisers.
- We will do a combination of both.

We have read the “Parent’s Guide on Money and Time Commitment (w/ Grading Policy) and we will make a pledge to honor these commitments by signing below.

\_\_\_\_\_ (Parent Signature) \_\_\_\_\_ (Student Signature)

Student Name: \_\_\_\_\_ Section(Winds, Percussion, or Guard): \_\_\_\_\_ Grade Level: \_\_\_\_\_

# Instrument Usage Agreement

Leesburg High School Band

City \_\_\_\_\_ State \_\_\_\_\_ Date \_\_\_\_\_

This certifies that on this date I have received from the Music Department of Leesburg High School the following instrument and accessories:

Type \_\_\_\_\_, Make \_\_\_\_\_

Serial Number \_\_\_\_\_, County Number \_\_\_\_\_

Accessories: \_\_\_\_\_

Case \_\_\_\_\_, Crooks \_\_\_\_\_, Lyre \_\_\_\_\_

Mouthpiece \_\_\_\_\_, Strap \_\_\_\_\_, Misc. \_\_\_\_\_

Condition \_\_\_\_\_, Value \_\_\_\_\_

It is understood that if the instrument is damaged due to any cause, with exception of wear and tear from careful use, I promise to pay the amount of such damages. I further agree that no person, other than myself, will be allowed to handle or use the instrument without consent of the director.

It is understood that I will constantly endeavor to improve my ability by studying diligently and abiding by all the rules and regulations of the school and band. I understand that my use of this instrument is covered by my Fair Share and that if I do not raise my portion that I may not be allowed to use this instrument.

I agree to surrender the above instrument and accessories immediately upon the request of the director or the proper school officials.

Director: \_\_\_\_\_ Student: \_\_\_\_\_

Parent or Guardian: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone: \_\_\_\_\_



# Band Calendar and Volunteer Information

We want to get everyone familiar with using the Band App calendar and the website for information related to band events and volunteering. The Band App calendar and the website will be updated often to ensure dates are as accurate as possible.

## Band App Calendar

### How to use the Band app calendar:

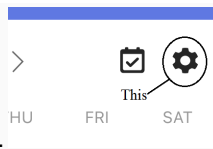
1. Open the Band App on your phone.
2. Go into your group.

3. Click the calendar icon on the bottom of the app screen
4. Then you'll see the full calendar. It's similar to a standard phone calendar.

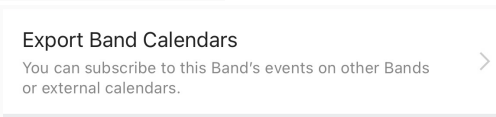


### To export the Band app calendar.

1. Go to the Band app's calendar.



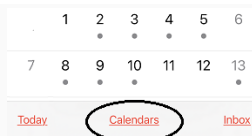
2. Click the gear to open Settings.



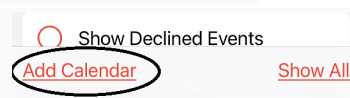
3. Click "Export Band Calendars"
4. Click "Group Calendar"
5. Click Copy URL

### To import Band app calendar to iPhone:

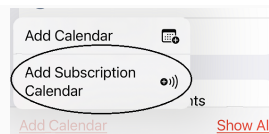
- Follow steps 1-5 to export the Band app calendar.
- Open your phone's calendar.



- Click on "Calendars"

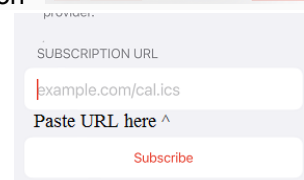


- Click "Add Calendar"



- Click "Add Calendar Subscription"

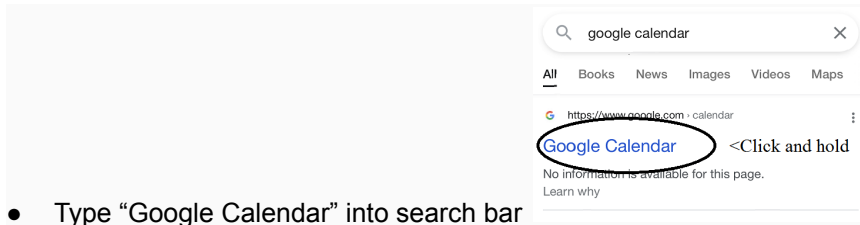
- Paste URL
- Click "Subscribe"
- You're done!



## To import Band app Calendar to Android (Google).

(YOU CANNOT ADD A CALENDAR ON GOOGLE CALENDAR APP, MUST USE PHONE'S BROWSER TO SYNC)

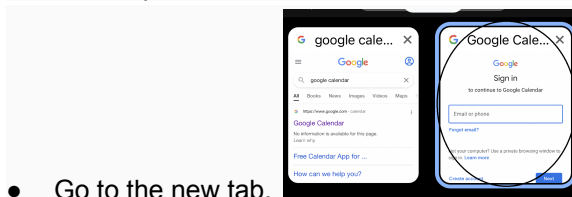
- Follow steps 1-5 to export the Band App calendar.
- Open Google Chrome on your phone



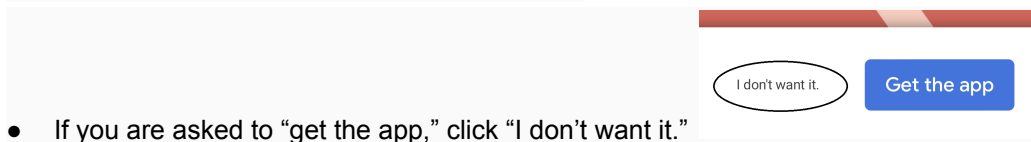
- Type "Google Calendar" into search bar
- Click and hold the "Google Calendar" website link.



- Click "open in new tab"

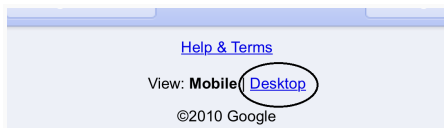


- Go to the new tab.

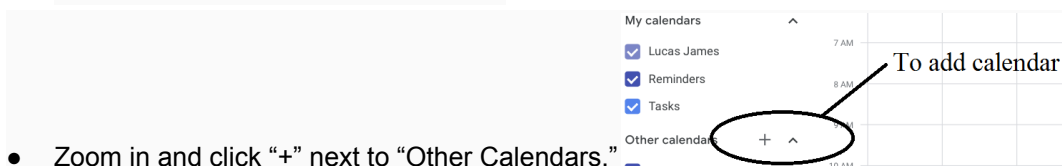


- If you are asked to "get the app," click "I don't want it."

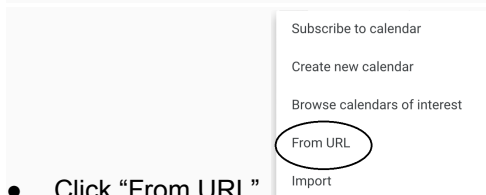
- Tab should be an older version of the mobile view of the calendar. Scroll down and click "desktop"



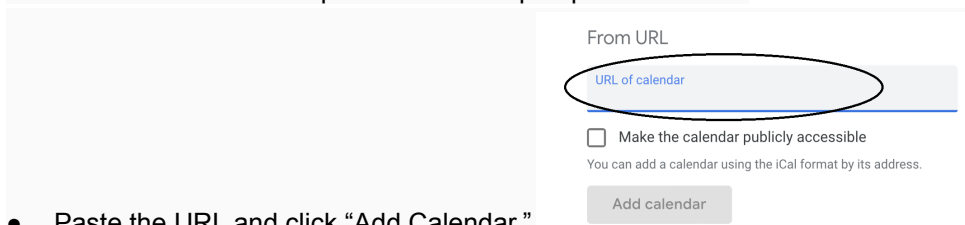
- Zoom in and click "+" next to "Other Calendars."



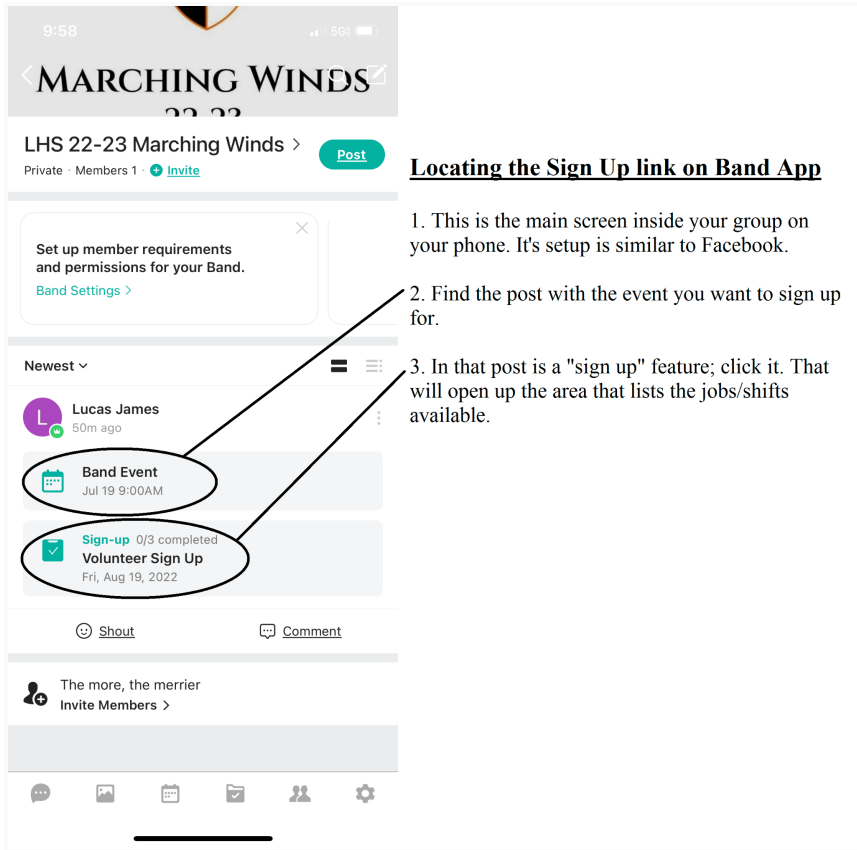
- Click "From URL"
- Zoom out and find the place near the top to paste the URL.



- Paste the URL and click "Add Calendar."
- You're done!

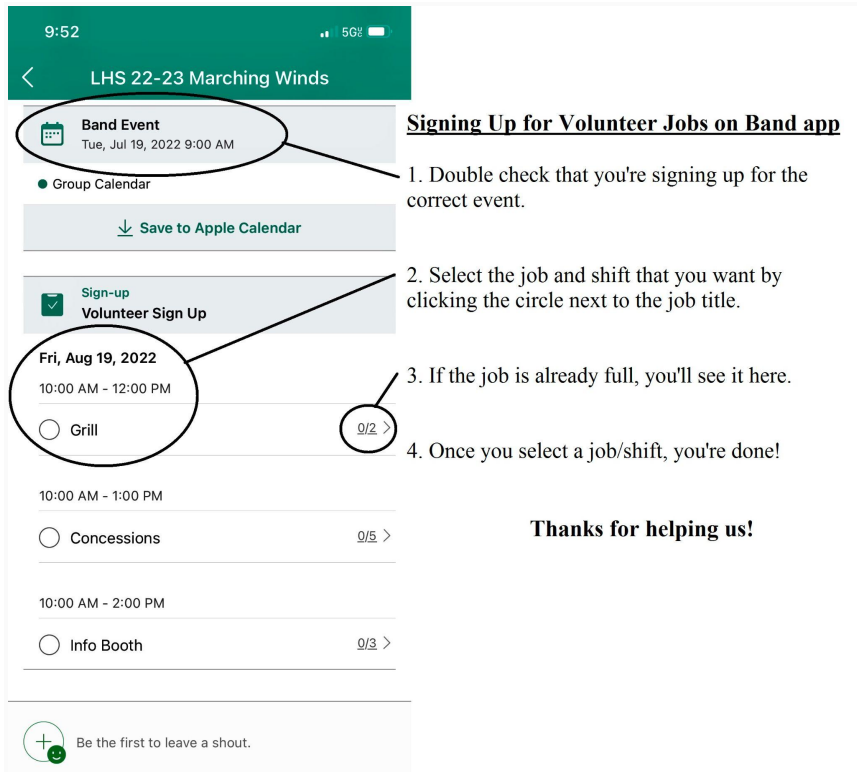


# How to sign up for volunteer jobs on the Band app:



## Locating the Sign Up link on Band App

1. This is the main screen inside your group on your phone. It's setup is similar to Facebook.
2. Find the post with the event you want to sign up for.
3. In that post is a "sign up" feature; click it. That will open up the area that lists the jobs/shifts available.



## Signing Up for Volunteer Jobs on Band app

1. Double check that you're signing up for the correct event.
2. Select the job and shift that you want by clicking the circle next to the job title.
3. If the job is already full, you'll see it here.
4. Once you select a job/shift, you're done!

Thanks for helping us!