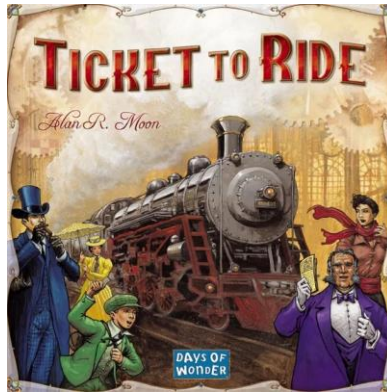


2022-2023
Fairfield High School
Marching Band



FAIRFIELD HIGH SCHOOL MARCHING BAND 2022-2023

Dear Members and Parents,

The Fairfield High School Marching Band Staff would like to welcome back all of the veteran members and their parents, and especially welcome the new members and their parents to the high school marching band. We are very excited about the upcoming season and all of the challenges and opportunities that will present themselves. We are looking forward to maintaining the tradition of excellence and growing as a group, individuals, and artists.

We are looking forward to a 2022 season that will feature several performances including parades, football games, competitions, and much more. This year our show will be “Ticket to Ride” with music written and arranged by Andrew Markworth and drill written by Brian Kraft.

This handbook is designed to give you an overview of the marching band as well as the rules and guidelines that govern it. Please read this handbook carefully. Once you have read the material, both parent and member sign the contract on Final Forms by July 25, 2022.

Sincerely,

Mitch Hardy, Director
Darren Ling, Director
Maddie Wessel, Director
Jill Wilhelm, Director
Erin Williams, Director
Michael Carpenter, Color Guard Instructor
RJ Schaefer, Percussion Instructor
Evan Tanner, Percussion Instructor
TJ Knight, Percussion Instructor
www.fftempclub.org
www.tinyurl.com/fairfieldmb

HELPFUL INFORMATION

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GLOSSARY:

Arena – High School gym/basketball arena

Vipers – Marching shoes

Shako – Uniform hat

Gauntlets – Decorative cuff worn over the sleeves of the uniform.

Bibs – Uniform pants

Call time – Time students are expected to be in place and ready to play.

Call sheet – Information handed out to students on Wednesdays detailing times and places as above. Call sheets may also give information about uniform to be worn, competition schedules, and directions to performances.

Drill – Refers to the marching routine.

Dot book – clear protector mandatory at each rehearsal hung on a lanyard around each performer's neck. These need to be reinforced as they won't last through the season through continued use. Each performer is encouraged to make multiple copies of each of his/her dot sheets as to have back-ups in the event a set is lost or destroyed. Students use these to mark their "dots" (their placement in the drill).

Battery – Drumline consists of front ensemble and battery (marching percussion).

Parade Block – The formation we march in for parades. Not used as much as Fundamental Block.

Fundamental Block – The formation we set up in almost daily to practice our marching fundamentals.

Door 17 – Back door of FHS which leads into the main hallway in front of the band room. This is where you will most often drop off and pick up your student for camps, away games, and competitions. **Please park in one of the bottom lots behind FHS. Traffic in the top lot gets congested with buses, pit crew, and many students walking to and from. Parents should not park in the grass while waiting to pick up their students.

Practice "Field" – Lowest lot in front of FHS, where the tower is located.

Chain of Command – Student Leaders within sections Drum Majors Band Director/Staff

TEMPO CLUB:

Booster Club for music department (includes band, chorus, and orchestra).

Anyone who has a musician in the Fairfield schools grades 6-12 is a member. For the latest information on all music programs or visit the website at www.fftempclub.org

ATTENDANCE POLICY

REHEARSALS - Attendance at all scheduled rehearsals is MANDATORY. All rehearsals will take place at the high school unless otherwise stated. If, for any reason, a student must miss a marching band practice/event, the Absence Form must be completed. The absence form is located [here](#) and on our website.

www.tinyurl.com/fairfieldmb. Please complete the form as early as possible.

- Attendance at Prep Camps, Band Camp, and Post Camp is mandatory. Absence from any part of these weeks will result in the member sitting out for some performance(s). Students missing up to two rehearsals during these weeks will be required to stand during one football performance. (Will attend the performance in full uniform, standing at attention on the sidelines while the band performs.) Those missing 3-5 will be standing during two performances. Students missing 6 or more will stand during three football games. These games CANNOT be ones that happen the same weekend as a competition.
- All regular football season rehearsals will be Monday, Wednesday, and Thursday from 3:00 – 5:30 from **August 17, 2022 – Nov. 3, 2022**. These rehearsals will be held at the FHS practice field.
- Color Guard will be rehearsing on Wednesdays and Thursdays from 3:00-5:30 and Mondays from 5 –8:00
- Additional performances may be scheduled in the event of football playoff games through December which are also mandatory.
- There are NO excused absences from rehearsal the week of a scheduled competition. In the case of a personal illness or emergency, contact from the parent to a director is required. If the staff feels that the member is **prepared** to perform, then the staff may give the member permission to perform in that week's events. In the case of other school related activity conflicts the week of a competition, members must contact the supervising teacher or coach in advance of the meeting and inform them of the requirement to be at marching band practice.
- One unexcused absence from a scheduled rehearsal shall result in removal of the member from the performance(s) of the week. Member will attend the performance(s) as an alternate in full uniform and stand on the side-line during the performance(s). If the member fails to attend the performance(s) as an alternate, he/she will receive one unexcused absence from a performance and be removed from the group.
- If a student attends the entire school day, but feels too ill to attend rehearsal, the student MUST communicate with a director(s) prior to that day's practice in order for an absence to be considered excused. Not communicating with a director is considered an unexcused absence.
- Students must not leave a rehearsal at any time without the permission of a Fairfield City School staff member.
- Twice a month, each member of the marching band will be allotted two 20 minute time periods at the beginning of a rehearsal to attend a school related activity. **This time period cannot be used by a member the week of a scheduled competition.** Doctor, dentist and other appointments should be scheduled for band members on Tuesday throughout the marching band season. **PLAN AHEAD!!!**
- **Students are expected to be** in “fundamental block,” or in the assigned starting position on the practice field for scheduled rehearsals at the stated time. This includes daily rehearsals, as well as rehearsals the day of competition.
- Attendance at Marching Band rehearsals is defined with active participation. If students are unable to actively and fully participate, it will be at the discretion of the directors as to whether or not the student will perform at the following weekend's activities. If an inability to fully participate persists, students may be removed from the ensemble for the remainder of the season.

- It is imperative for students to know their show. Students who are not capable of executing their show (music, marching, choreography, etc.) will not be permitted to perform.
- Students must attend ½ of the school day in order to participate in that day's rehearsals and/or performances. Possible exceptions to this may include absence due to a scheduled college visit, a field trip, or a funeral.

PERFORMANCES - Attendance at ALL scheduled performances is MANDATORY!!

1. A complete list of performances (as of today) is on pg. 11.
2. A scheduled performance is any appearance of the marching band announced at least three weeks in advance.
3. One unexcused absence from a scheduled performance may result in dismissal from the marching band.
4. An excused absence shall be granted for:
 - A. Verifiable personal illness
 - B. Death in the family
 - C. Other uncontrollable circumstances discussed in conference with the parent and director.

****Personal contact between parent and staff IS highly encouraged!!****

5. Students that need additional support and training, will be assigned a shadow spot for the competition show and will serve a different role in the performance.

CODE OF CONDUCT

As a member of the Fairfield High School Marching Band, you are a representative of the music department, Fairfield High School, and the city of Fairfield, Ohio. You are expected to conduct yourself in a professional, courteous and respectful manner at all times. This manner of conduct is required and expected during all marching band activities including:

- time between the end of the school day and marching band rehearsal
- bus trips
- any time on school property, including while in personal vehicle
- from the time we leave FHS until we return
- rehearsals
- performances

Any behavior or action which is a distraction to the progress of the marching band or interrupts the educational process of the marching band is a violation of the code of conduct and may result in a conference with directors and parent, removal from a performance, removal from the marching band and/or other appropriate consequences at the discretion of the directors and principals.

PLEASE NOTE: The Fairfield High School Marching Band is a school activity and all rules and regulations set forth by the Fairfield City Schools apply during all rehearsals, performances and bus trips! (This includes dress code and the requirement to be academically eligible.)

Please note: Students who are removed from the program or choose to drop out will NOT be refunded fees.

UNIFORMS

UNIFORM CONSISTS OF THE FOLLOWING:

Summer Uniform

Red Microfiber Polo Shirt
Khaki shorts
White tennis shoes
White low socks

Full Uniform

Red T shirt or other designated shirt
Dark shorts or sweats
Gray bib overalls
Uniform jacket
Sleeve Gauntlets
Long ALL BLACK athletic socks
Vipers
Black/White gloves
Shako and Wrap

Rain Uniform

Red T-shirt
Long-sleeved white layers
Blue Jeans
Uniform Raincoat
Tennis Shoes

Each student will be issued one red t-shirt and one red polo their first year of marching that are theirs to keep. This cost is worked into the uniform fee paid each year. Any replacement shirts required will need to be purchased by the student at an additional fee (\$10 for t-shirt, \$20 for polo). These shirts will be worn through the senior year; please choose size accordingly.

PROPER UNIFORM USAGE FOR PERFORMANCES:

- During performances designated band shirts must be worn under jacket. This will be either the issued red t-shirt or a section shirt. If anything other than the designated shirt is worn under the jacket, the student will not be permitted to remove the uniform jacket at games.
- Layering is allowed during the cold season. Long-sleeved t-shirts can be worn under the designated t-shirt.
- Long black socks must be worn (NOT ankle socks – we do not want to see your ankles showing as you march).
- Gloves and shoes must be clean for every performance.
- No pants can be seen below the hemline of the black pants (shorts or pants with elastic at the ankle are encouraged).
- If wearing bibs and t-shirt, pants must be zipped and arms through straps.
- No visible jewelry or nail polish should be worn when in uniform. This includes any piercing – these must be removed when in uniform. Please wait until the end of the entire marching/football season for new piercings. Wearing Band-Aids over piercings is not acceptable.
- Students should maintain a natural looking hair color.
- Long hair must all be put up into the shako.
- No glitter may be worn or applied while in uniform.
- Uniforms should only be worn in the manner in which they are intended.
- Follow staff instructions regarding uniform usage at all events.

UNIFORM CARE:

- If your student gets a stain on the uniform, have them go to a uniform parent volunteer.
- Periodically over the season, uniforms will be collected for cleaning and inventory purposes. If you feel you need to wash the uniform in between these collections, please follow these instructions:
 - Please make sure to remove senior pins before washing.
 - Machine wash on gentle cycle with cold water only! Please use a mild laundry detergent such as Woolite.
 - Detergent CANNOT have a bleach alternative, or colors will run.
 - Remove the uniform immediately from the washer and hang to dry.
 - Please hang pants carefully by the crease to maintain quality.
- The uniform is given to your student on 3 hangers with a garment bag. Please return the uniform at the end of the season on these 3 hangers.
- Hang up the uniforms neatly in the garment bag after performances.
- Every uniform is assigned and has a specific number in the pants, jacket, gauntlets, hat, and raincoat. Record these numbers and save them at home in case a mix-up occurs with another member.
- It is the student's responsibility to keep the shoes clean. (Remember, you'll typically use these shoes for multiple years, so take care of them!) Your marching shoes are only to be worn during our Thursday pre-contest rehearsals and performances.
- One pair of gloves is distributed with the uniform, and one replacement pair is allowed. Please see a uniform parent volunteer if needed.

UNIFORM TIPS FOR PARENTS:

- Encourage your student to be responsible for his/her own uniform and for having everything needed for each performance.
- We are always looking for parent volunteers interested in helping make sure our uniforms stay looking great! If you sew, we'd love to have your help! Please mark the volunteer form for "Uniform Parent" if you are willing to help.

UNIFORM REPLACEMENT COSTS:

Please note students are responsible for all uniform parts assigned to him/her. The costs assessed to students who lose uniform parts or ruin them due to misuse is as follows.

Jacket - \$175.00
Shako - \$46.00
Hat Wrap - \$44.00
Plume - \$22.00
Gauntlets - \$42.00
Bibs - \$75.00

FOOTBALL GAMES

EXPECTATIONS:

Fairfield football games are some of the best times you will have as a member of the marching band. In order to ensure that everyone enjoys him/herself, and that we represent our school and organization the best we can, it is important that we all follow a few guidelines.

- Sit with your section in the stands designated for our group.
- Be prepared to play at all times. (This means that you have music, and are listening for instructions.)
- Play only YOUR instrument. Remember, the majority of people that hear us perform, will hear us at a football game!
- ONLY play when the entire group is playing.
- Remain in full uniform unless given permission to do otherwise. Jackets of uniforms may only be removed if the designated marching band shirt is on underneath the uniform.
- Third quarter is yours to have fun and enjoy your friends. EVERYONE must be back in the stands with instrument ready to play at the end of the third quarter. If one person is late the entire band will sit in the stands during the third quarter the following game. No exceptions will be made. *Individuals who are late more than once will lose the privilege for the rest of the season.
- We will supply water for you. Concessions may only be eaten third quarter and must **not** be brought back into the stands.

YOU ARE A MEMBER OF A FANTASTIC ORGANIZATION,
AND SHOULD CARRY YOURSELF WITH PRIDE!!!!

FOOTBALL GAME TIPS FOR PARENTS:

- Home game drop off/pick up area is at Crossroads Middle playground/parking lot. Uniform bags must be stored in a vehicle and not in the trailer or on the ground surrounding Crossroads.
- Away game drop off/ pick up area is by door 17 at the High School.

**Please park in one of the bottom lots behind FHS. Traffic in the top lot gets congested with buses, pit crew, and many students walking to and from. Parents should not park in the grass while waiting to pick up their students.

- Third quarter is the only time the band is given the privilege to get something to eat and visit family and friends in the stands. This privilege may be lost if rules are not followed. If the 3rd quarter privilege is lost, parents may not deliver food to the stands. Students must return to the designated band stands and be ready to play in proper uniform *before* 3rd quarter time runs out on the scoreboard.
- Water and cookies are provided for the students during 3rd quarter. Students may visit the concession stands for additional snacks. The south concession stand (nearest the scoreboard) is run by the Tempo Club, and proceeds from this stand will help to benefit the Marching Band.
- Away games may run late or buses may encounter problems, so pre-arranged pickup times may fluctuate. Please be patient if buses run late.

COMPETITIONS

SUMMARY OF COMPETITIONS:

The Fairfield High School Marching Band competes in events sponsored by the OMEA (Ohio Music Education Association), BOA (Music for All, Bands of America), and MSBA (Mid States Band Association).

In each of these circuits, we will be performing in the class that contains the ensembles from the largest schools and are extremely competitive.

In an OMEA event, earning a Superior rating qualifies the band to perform at the OMEA State Marching Band Competition at the end of the season, where they will compete only for their rating. The FHS Marching Band has a long history of Superior ratings at State and the band strives for this each year. In an OMEA event, our class is "AA."

MSBA – Midstates scoring is based on a 100 point scale. Scoring is designed to prepare bands for BOA Competition. In MSBA, our class is "Open."

At a BOA, the top ten scorers, regardless of class, will perform in the finals competition. Superior ratings are awarded for scores 70 and above. In BOA our class is "AAAA."

COMPETITION TIPS FOR PARENTS:

- Parents are encouraged to come and cheer the band on! You do not need to arrive at the start of the competition, but can come and go in between band performances. The order of performance usually begins with the smallest bands and ends with largest bands.
- Talking and cell phone use during a band's performance is discouraged. Please be courteous of all bands performing and the surrounding audience members and refrain from talking in the stands once a band has taken the field.
- Students should ride buses to and from competitions unless otherwise arranged through a director.
- Drop off and pickup area is by Door 17 at FHS.

**Please park in one of the bottom lots behind FHS. Traffic in the top lot gets congested with buses, pit crew, and many students walking to and from. Parents should not park in the grass while waiting to pick up their students.

- Students should arrive at FHS dressed in comfortable clothing and prepared for a run through on the practice field.
- Complete uniform should be in the garment bag. Rainy day uniforms will never be used for a competition.
- Students should bring money for snacks at the concession stand.
- Students should eat well and hydrate well before arriving at FHS. This is a long day, and free time is very limited. Students can bring water for use during the run through.
- Pick up time may be delayed; please be patient. Best to keep in touch with your student via cell phone if possible.
- Please be prompt about picking up your child at the high school after performances.

SUMMER REHEARSAL SCHEDULE

JUNE 27th - 9:00 am - 11:00 am - Rehearsal for 4th of July Parade and DCI show at Fairfield High School.

FOURTH OF JULY PARADE

*You are responsible for either loading your instrument on the white truck early in the morning on the 4th or bringing it to the parade on the 4th. We will wear summer uniform (red polo, khaki shorts, tennis shoes)

Meet: Butler County Fair Grounds and travel to Hamilton Court House

When: We will meet at 9:00 am, the parade steps off at 10:00 am on July 4th.

DRUM CORPS SHOW - Jul 6, 2022

This is HUGE!! We will be performing the *Star Spangled Banner* in summer uniform at Dwire Field at Atrium Stadium at Mason High School.

CAMPS:

Leadership Camp

Tuesday, May 31st 9:00 am - noon for all Seniors, Section Leaders and Squad Leaders. There is a \$5 fee and we will meet at FHS at 9:00 am. Pizza will be provided. Please bring a drink. The event will conclude at noon.

New Marcher Camp - in Freshman School Gym

Wednesday and Thursday June 1st - June 2nd (9:00 am - noon)

*Seniors, Section Leaders/Squad Leaders, all Color Guard and new marchers are all **required** to attend.

PLEASE NOTE: There will be a picnic at Harbin Park with seniors and new marchers immediately following rehearsal on Thursday.

Mandatory Prep Camp

Monday - Friday, **July 25th – July 29th** (8:00 am - 4:00 pm)

Students will have a lunch break from 11:00-12:00.

**Students will need to pack their own bagged lunch and are NOT permitted to leave campus.*

Mandatory Band Camp

Monday - Friday, **August 1st - 5th**

We will rehearse from 7:00 am until 2:00 pm.

Students will have a lunch break from 11:00 -12:00.

**Students will need to pack their own bagged lunch and are NOT permitted to leave campus.*

We will then meet back at 6:00 pm and rehearse until dark. We are looking at planning afternoon activities including a talent show during the break. Students are **STRONGLY** encouraged to attend and participate and then go home for a nap and good dinner before returning at 6:00 pm.

End of the Week - Performance - First Show

Friday, **August 5th**. Rehearsal 6:00 - 7:00. Show at picnic at 7:00 pm.

There will be a FHS Marching Band 101 Meeting for all parents interested in the cafeteria at 6:00 pm and a meeting for senior parents at 7:30 pm in the PAC

Mandatory Post Camp

Tuesday - Thursday, **August 9th - 11th** 8:00 am - 12:00 pm.

AFTER SCHOOL REHEARSALS

After School Rehearsal Schedule

- Brass, Woodwinds, Percussion: Monday, Wednesday, and Thursday 3:00 – 5:30. August 17, 2022 – Nov. 3, 2022.
- Color Guard rehearsal is Wednesday and Thursday from 3:00 – 5:30, Monday 5:00-8:00
- Please note that performances could be added through December due to playoffs.

Items Needed At Every Rehearsal

- Athletic Shoes and socks (rubber soled athletic shoes WITH laces)
- Athletic shorts/sweatpants
- Dot book
- Instrument/equipment
 - Music
 - Pencil
 - Great attitude and mental focus
 - Large Water Bottle

BAND CAMP / REHEARSAL TIPS FOR STUDENTS/PARENTS:

- Students should bring a bagged lunch, water, snacks, and sunscreen to camps.
- Sunglasses, hats, and light-colored clothing are strongly suggested.
- Camp weeks are very long and tiring. Please encourage your student to stick with it; they will be making some of the best memories of their high school career!

2022-2023 PERFORMANCE SCHEDULE

<u>Date</u>	<u>Performance</u>	<u>Location</u>	<u>Tentative Call Time</u>
July 4	Parade	Hamilton	9:00 am
July 6	DCI Show	Mason	5:00 pm
Aug. 15	Teacher Performance	Fairfield PAC	7:00 am
Aug. 19	Football vs. Wayne HS	Fairfield	5:15 pm
Aug. 26	Football @ Middletown	Middletown	4:30 pm
Sept. 2	Football @ Colerain	Colerain	4:30 pm
Sept. 9	Football vs. Sycamore	Fairfield	5:15 pm
Sept. 10	CALENDAR DAY		
Sept. 10	CONTEST – KINGS MIDSTATES	Kings	TBA
Sept. 16	Stadium Rehearsal	Fairfield	3:30-6:30 pm
Sept. 17	CONTEST - OBETZ BOA	Obetz	TBA
Sept. 23	Football vs. Princeton BAND NIGHT	Fairfield	4:00 pm
Sept. 30	Stadium Rehearsal	Fairfield	3:30-6:30 pm
Oct. 1	CONTEST – OMEA LOVELAND	Loveland	TBD
Oct. 7	Football vs. Lakota West HOMECOMING	Fairfield	4:00 pm
Oct. 15	CONTEST - OMEA OSU	Ohio State University	TBD
Oct. 21	Football vs. Lakota East SENIOR NIGHT	Fairfield	5:15 pm
Oct. 22	“BANDCAKE” Breakfast	Fairfield	8 am - 12:00 pm
Oct. 22	CONTEST – OMEA Turpin	Turpin	TBD
Oct. 28	Football @ Playoffs	TBD	TBD
<i>OMEA STATE FINALS – October 29th/October 30th</i>			
Nov. 5	CONTEST – MIDSTATES	Mason	TBD
**Possible football playoffs through Dec. 4th. Attendance is mandatory at all games, including playoff games.			
May 7, 2023	Arts Fair	FHS	TBA
May 29, 2023	Memorial Day Parade	Fairfield	TBA

FORMS

SCHOOL MEDICATION PERMITS/EPINEPHRINE <https://bit.ly/FFmedform>

FEE WORKSHEET/PAYMENT PLAN (See below)

FINANCIAL ASSISTANCE (See below)

We are very excited to announce that Fairfield City School District has partnered with FinalForms, an online forms and data management service. FinalForms allows you to complete and sign all of the required participation forms for your students. The most exciting news is that FinalForms saves data from season-to-season and year-to-year, meaning that you will never need to enter the same information twice! FinalForms also pre-populates information wherever possible, for each of your students, saving you time.

You will review your information once per school year to verify information is current and sign the forms.

All marching band families will be required to use Final Forms. Please register at -- <https://fairfield-oh.finalforms.com> -- and electronically complete ALL forms!

All forms and payments need to be submitted by July 25. Without the emergency medical form and physical form, your student will not be allowed to participate in any marching band activity. *Please note: All physicals must be uploaded. The Physical Exam page, Medical Release page and Special Needs page (if applicable) needs to be uploaded.

PHYSICALS:

Fairfield will no longer be holding mass physicals. This was decided before the current situation arose. With the new requirements and sensitivity of the questions, we feel it is in the best interest of our student athletes to make an appointment with their primary care physician. If you do not have a primary care physician or are unable to obtain an appointment, the district has a school based health center, Primary Health Solutions, that can be used. Their number is 513-454-1111. Also, Urgent Cares, The Little Clinic and the Pharmacy clinics are available for walk in. Given our circumstances with Covid 19, we recommend calling beforehand however, we are hopeful that this will not be necessary by the time physicals for sport/activity are needed.

Before your appointment, print off your physical form from your final forms account or you can go to the OHSAA website -<https://ohsaa.org/medicine/physicalexamform>.

UNIFORM FITTINGS: We will be fitting for uniforms on several days during the beginning of the season: Please mark your calendars!

Seniors/Leaders – Monday, July 25th from 4:00 – 7:00 pm

Returning Members – Tuesday, July 26th from 4:00 – 7:00 pm

Returning Members/New Marchers – Wednesday, July 27th from 4:00 – 7:00 pm

Returning Members/New Marchers – Thursday, July 28th from 4:00 – 7:00 pm

PICTURES: We will do a group picture at 5:30 on August 2nd in the Arena. Any student interested in an individual picture will be able to get one from 3:30 - 5:30 pm. Seniors, you are required to get an individual picture.

Please sign up for a [uniform fitting](#).

FEES

(Fees are non-refundable).

1. Uniform/Camp Staff/Band Expense Fee
 - \$300 (\$140 uniform fee, \$60 additional staff, \$100 show expenses - props/drill/music, etc.) This fee is required in full for *all* participants.
2. Marching Band shoes - \$38 (Instrumentalists only)/\$35 (Color Guard shoes)
 - Marching band shoes (Vipers) and Color Guard shoes must be purchased through us. We use one particular style of shoe which we order from a supplier at a discount price. These shoes are specifically designed for the movement in the ensemble and are a required part of the uniform. Athletic shoes are not a substitute for uniform shoes.
3. Specialized Equipment/Instrument Fee
 - \$125 for school owned instrument (Low Reed, Sousaphone, Mellophone and Baritone)
 - \$225 for Color Guard - this will help cover the cost of choreography, flags, and props
 - \$250 for Percussion - this will help cover the cost of specific percussion equipment including mallets, drum heads, electronics, staffing, etc.
4. Pay to participate - \$75
 - **There is a “Pay to Participate” fee of \$75 that is collected by the school district for all extra-curricular activities. This check must be made to “Fairfield City Schools” and turned into the high school bookkeeper or freshman school main office secretary between August 1st and August 28th. Please note the student’s name and “Marching Band” on the check. Please keep one copy of your receipt for your own records and submit a copy to the band staff.**

FEES AND ADDITIONAL NOTES

- Please make checks payable to **TEMPO CLUB** (except “Pay to Participate” – see #5 above).
 - Please put your student’s name on the memo line of the check.
- **Fees should be paid in full by July 25th.**
- Please do not hesitate to contact a director if you are encountering financial difficulties with fees. Discussions with directors will be held in the strictest of confidence. We would be happy to discuss a payment plan with you.
- Students that have outstanding fees will be unable to participate in the marching band end of the season banquet, OMEA State Marching Band Finals, Midstates Finals and will not receive band show shirts.
- Please note: Per Fairfield City Schools Policy JN-R, *Student Fees, Fines and Charges*: “Any student who owes delinquent fees, fines and charges will not be allowed to participate in any extracurricular activity until all fees, past and present, are paid or a payment plan is established.” This INCLUDES the \$75 Pay to Participate fee listed in #4 above as well as any outstanding school fees.
- **Students who have school fees waived are still responsible for the Marching Band Tempo Club fees. The only marching band fee that is waived for free and reduced lunch is the \$75 Pay to Participate fee.** There are numerous ways to help pay for the marching band fees including submitting the request for financial assistance form.
- Please be aware that you are responsible for all information signed off on through Final Forms including District Policies and Eligibility.
- PayPal is the preferred method of payment. Please note instructions for paying on the Tempo Club website <http://fftempoclub.org/make-a-paypal-payment/>

ADDITIONAL EXPENSES: All of the below listed items are optional.

- Band photos – both individual and group photos taken during band camp.
- Show shirts – shirts/sweatshirts printed with the current year’s show theme.
- Section shirts – each instrument section usually designs their own t-shirts. Design must be approved by a director.
- Band Banquet or end-of-year celebration – usually a fee requested from those choosing to attend to cover expenses.
- Copy of the Band Video shown at the band banquet – order forms usually available with band banquet reservation form. You will be unable to attend if you have outstanding marching band fees.
- Food! Students will need money to buy concession food/drinks at football games and competitions. They also often enjoy going out with their friends after the games/competitions.

Returned Check policy:

The Tempo Club charges check writers \$35 for a returned check; the amount of the original check and the \$35 fee must be paid in cash. If a check writer ‘bounces’ a check for a 2nd time in the Tempo Club’s fiscal year (July 1-June 30), checks will no longer be accepted from this person/account. All payments going forward will have to be made in cash, via PayPal, or Money Order.

PayPal receipts:

There are often many questions as to what a valid PayPal receipt is. When you pay via PayPal, you get a ‘receipt’ from PayPal, this however is not a valid receipt for Tempo Club purposes. Valid receipts for PayPal are bank statements or credit card statements showing the payment.

PARENT VOLUNTEERS & INVOLVEMENT

We need a lot of parents to keep things running smoothly. This is a great way to meet other marching band parents! We REQUIRE every family to participate. Here is a link to sign up: [Volunteer](#)

Many of these committees need both a chairperson and volunteers. Please indicate how you would be willing to help. This is not a commitment. You will be contacted to confirm your participation.

- *Uniform parents*
 - Volunteers needed to help fit students for uniforms, collect and distribute uniforms before and after washings, and help with uniform “emergencies” (mending stains, etc.) Will also assist with ordering Vipers and gloves. Volunteers also needed to help with the washing. This can be done at your home or at the high school.
- *Bandcake Breakfast*
 - Parent and student volunteers will be needed to sell tickets, prepare food and serve guests.
- *Picture Day*
 - Single and group pictures are taken in full uniform one day during band camp. Parent needed to coordinate between the band director and Dingo Photography. Volunteers needed to assist photographers and facilitate the process.
- *Band Camp Lunch*
 - Parents needed to supervise lunch time at band camp and provide extra lunches for students in need.
- *Pit Crew*
 - Volunteers needed to help load and unload all the equipment to/from our trailer for all games, competitions, and special events. Also help bring equipment onto the field for all games/competitions.
- *Bus Chaperone*
 - Help keep order on bus rides to/from away games and competitions.
- *Concession Stand*
 - Help grill and/or sell food to football fans.
- *Cookie Parent*
 - Parents needed to coordinate and schedule bakers. Volunteers needed to help set up tables and distribute donated cookies to marching band students. Bakers (or buyers) needed to donate cookies.
- *Band “Banquet” Committee*
 - Freshman, Sophomore, and Junior parents needed to plan and organize the end of season celebration.
- *Summer Music Games (DCI)*
 - There are many volunteer options available for this special show. This is the major source of income for the marching band and takes many volunteers to ensure its success. Please review and fill out the separate volunteer form attached to this packet for volunteer opportunities.

Remember to please complete the form at this [link](#). We are REQUIRING every family to volunteer.

ADDITIONAL PARENT HELP/SPECIAL SKILLS NEEDED

We have several other areas where volunteers are needed. Generally, these positions are held by a parent for several consecutive years and require special skills or knowledge. Although these positions may currently be filled, we always need to be looking for future volunteers. Please contact a band director if you can help in any of the following areas:

- E-mail list administrator - Beth Cook
 - We use e-mail to disseminate information as often as possible. A parent is needed to maintain this e-mail list and forward information to the entire list as requested by the band directors.
- Volunteer Coordinator
 - A parent is needed to receive all volunteer forms and help to contact parents to fill volunteer positions. Will provide list of parent volunteers to appropriate committee chairpersons when applicable.
- Band Video
 - Each year, at the “Band Banquet,” a re-cap video showing highlights from the season is shown. The video usually includes photos of any siblings who marched together, along with baby and current pictures of all seniors. A parent is needed who has video editing experience (or who is willing to learn!) *If you take pictures or video, send them via e-mail or CD/DVD to the parent producing this year’s video and they might be used!
- Sub treasurer – Kelley Campbell
 - Accounting/spreadsheet skills or experience are preferred. Volunteers must be very detail-oriented! The sub-treasurer is responsible for keeping track of the forms and fees that are due as a part participating in the marching band.

QUESTIONS & CONTACT

Although the band directors always welcome communication from parents, it is often easier to contact an experienced band parent for help as you learn your way around the marching band. The following is a list of parents who have volunteered to be available to answer questions or to direct you to where you can find answers. Please feel free to contact any of the parents listed below.

Yvette Scott - ymscott6@gmail.com and cell 513-453-3439

Kelley Campbell – fhsmb.subtreasurer@gmail.com

Christine Beyer - 513-313-5188 (Color Guard parent)

Michelle Cooper - 513-293-5381 (Uniform parent)

FHS MARCHING BAND REQUEST FOR FINANCIAL ASSISTANCE

The Fairfield Marching band tries to offer assistance to a few members in need each year. **Each applicant must participate in all fundraising/service oriented activities.** The number of students awarded assistance and the amounts are dependent on available funds and are non-transferable.

This is a private and confidential process. Only group treasurers and directors will know the names and specific amounts of those students receiving assistance!

STUDENT NAME: _____

PARENT/GUARDIAN: _____

ADDRESS: _____

CITY: _____ ZIP: _____

PHONE: _____ E-MAIL: _____

FAMILY INCOME:

PARENT 1: _____

PARENT 2: _____

OTHER: _____

TOTAL ANNUAL INCOME: _____

NUMBER IN FAMILY DEPENDENT ON THIS SALARY: _____

*Please attach a brief description/basis for your need, what amounts are manageable for your situation and the amount of fees you are requesting assistance for.

Please remember that it may not be possible for the marching band to give the assistance requested. There are many considerations given to the assistance and need. Please be specific and complete in your attachment.

RETURN COMPLETED FORM IN A SEALED ENVELOPE TO A BAND DIRECTOR OR MAIL TO:

FAIRFIELD HIGH SCHOOL
8800 Holden Blvd.
Fairfield, OH 45014
Attn: Darren Ling or Jill Wilhelm

APPLICATIONS ARE DUE BY MAY 13, 2022

FEE WORKSHEET- Marching Band Instrumentalists DUE May 13th

STUDENT NAME: _____

Amounts can be paid in full at any time prior to July 25, 2022. The preferred method of payment is via PayPal on Tempo Club website - www.fftempoclub.org. Please follow the directions listed there. Payments can also be made via cash or check. Final payments are due by July 25, 2022. Students will not receive their uniforms, show shirts, or perform in the end of the season events until all fees are paid.

Please complete if you would like to be on a payment plan. Payments can be mailed to Fairfield High School 8800 Holden Blvd. Fairfield, OH 45014 Attn: Darren Ling or Jill Wilhelm:

Payment #1	Amount:	Due Date: May 27, 2022
Payment #2	Amount:	Due date: June 13, 2022
Payment #3	Amount:	Due date: June 27, 2022
Payment #4	Amount:	Due date: July 11, 2022
Payment #5	Amount:	Due date: July 25, 2022

Please note: Fees must be paid in full July 25, 2022.

FEE WORKSHEET – Marching Band Instrumentalists

Please place a check mark(s) next to the items for which you are submitting payment and total. Detach and submit with your check attached.

Uniform/Camp Staff fee \$300 full payment **OR** \$250 balance (If \$50 deposit submitted)

Equipment fee \$125 (For students using school owned wind instruments)

Percussion fee \$250 (Only for Percussionists)

Shoes \$40 (Only Purchase as needed) Size _____

Leadership Day \$5 (Only for seniors and student leadership team)

Replacement t-shirt \$10 (First year is free, only mark if you need a replacement) Size _____

Replacement polo \$20 (First year is free, only mark if you need a replacement) Size _____

Total remittance \$ _____

If you would like to make a donation to our new instrument fund, please include a separate check made out to Tempo Club and note "Instrument Donation." This is tax deductible. Thank you so much for your support.

New Instrument Donation amount \$ _____

Please note that there is a \$75 pay to participate fee that must be paid to the Bookkeeper

FEE WORKSHEET – Marching Band Color Guard Members

STUDENT NAME: _____

Amounts can be paid in full at any time prior to July 25, 2022. The preferred method of payment is via PayPal on Tempo Club website - www.fftempoclub.org. Please follow the directions listed there. Payments can also be made via cash or check. Final payments are due by July 25, 2022. Students will not receive their uniforms, show shirts, or perform in the end of the season events until all fees are paid.

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Payment #4	Amount:	Due date: July 11, 2022
Payment #5	Amount:	Due date: July 25, 2022

FEE WORKSHEET – Marching Band Color Guard

Please place a check mark(s) next to the items for which you are submitting payment and total. Detach and submit with your check attached.

Uniform/Camp Staff fee	_____	\$300 full payment OR	_____	\$250 balance (If \$50 deposit submitted)
Color Guard fee	_____	\$225 (Includes - equipment, flags, body tights/dance belt, gloves)		
Warm Up Shirt	_____	\$35 (First year received free, mark if you need a replacement) Size _____		
Warm Up Jacket	_____	\$45 (All students must have one, only select if you are new or need replacement)		
Warm Up Joggers	_____	\$45 (All students must have one, only select if you are new or need replacement)		
Shoes	_____	\$35 Shoes (As needed)		
Leadership Day	_____	\$5 (Only for seniors and student leadership team)		
Total remittance	\$ _____			

Please note that there is a \$75 pay to participate fee that must be paid to the Bookkeeper

Marching Band Checklist

SCAN ME



Required:

- Complete parent and student signatures in Final Forms for Marching Band by July 25th <https://fairfield-oh.finalforms.com>
- Make sure a current physical is uploaded into Final Forms
- Fill out attendance form for any known absences. <https://bit.ly/2022attendance>
- Sign up for a uniform fitting <https://bit.ly/MBuniform>
- Turn in the completed fee worksheet PRIOR to the end of the school year.
- Pay fees via full payment by July 25th.
(PayPal is the preferred method of payment. Directions are on the Tempo Club website.)
- Sign up to be a parent volunteer <https://bit.ly/MBvolunteer2022> and for the DCI show <https://bit.ly/2022DCI>
- Parents and students join Remind for communication ASAP <https://www.remind.com/join/fhsmb2022>

Optional:

- Return Request for Financial Assistance by May 13, 2022 if applicable.
- Complete any medication forms needed. Please remember if any medication is going to be administered by staff ANYTIME during marching band events, a form must be completed. This includes forms for OTC medications. <https://bit.ly/FFmedform>
- If you did not receive a welcome email about the informational meeting, please email fhsmbcommunications@gmail.com. Please list the student name and email(s) to be added.