

# **THREE RIVERS COMMUNITY SCHOOLS INSTRUMENTAL MUSIC DEPARTMENT**



## **BAND HANDBOOK**

**2023-2024**

### **OUR MISSION STATEMENT:**

**"THE GOAL OF THE THREE RIVERS BAND PROGRAM IS TO DEVELOP LIFELONG LEARNERS  
AND LOVERS OF MUSIC, AS WELL AS PRODUCTIVE CITIZENS  
BY UPHOLDING A STANDARD OF EXCELLENCE FOR ALL MEMBERS.  
MUSIC ENRICHES THE LIVES OF STUDENTS, THE SCHOOL, AND THE COMMUNITY."**

**VALUES: "TRUST, RESPECT, RESPONSIBILITY, INTEGRITY"**

**CARRIE BALK, HIGH SCHOOL PRINCIPAL, 269-279-1120  
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### **BAND BOOSTERS EXECUTIVE BOARD:**

**DAWN CRISWELL, PRESIDENT  
STACIE LAROY, VICE-PRESIDENT  
KIM LEVANDUSKI, SECRETARY  
KATHERINE BLAKLEY, TREASURER  
KIM TALBOT, BAND COORDINATOR**

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## 1. FORWARD

In order to constantly improve our bands and facilitate the smooth operation of the band department in general, it is necessary that every member of the band and their parents familiarize themselves with this handbook. Please read the rules, regulations, policies, and performance and activity schedule within this handbook very carefully. Keep the handbook available at all times for reference throughout the year. This will help you prepare for the responsibility of being a member of the Three Rivers Community Schools Instrumental Music Department. When a question arises, first consult this handbook. If you do not find the answer, then ask the director or a member of the Band Boosters Executive Board.

## 2. PROGRAM OVERVIEW

**MARCHING BAND:** Grades 9-12, PREREQUISITES: Middle School Band, Audition, and/or Director's Permission. Performs at all varsity home football games, three-four Scholastic Marching competitions, playoff games, and pep assemblies, Homecoming Parade, Kalamazoo Holiday Parade, Memorial Day Parade, and Water Fest Parade.

**BASKETBALL PEP BAND:** Grades 9-12, PREREQUISITES: Must be current member of Concert or Symphony Band. Performs at all basketball pep assemblies and all home basketball games. This group is optional/extra-curricular.

**SYMPHONY BAND:** Grades 9-12, PREREQUISITES: Middle School Band, Audition, and/or Director's Permission. Participation in the Marching Band is required for participation in Symphony Band. Performances include: Winter Concert, Pre-Festival Concert, and Spring Concert, as well as M.S.B.O.A. Festivals at the District and State levels, 1 National Competition and Graduation. This is our top-performing ensemble with a set instrumentation and entrance by audition.

**CONCERT BAND:** Grades 9-12, PREREQUISITES: Middle School Band, Audition and/or Director's permission. Performs on Holiday Concert, Pre-Festival Concert, and Spring Concert, as well as the M.S.B.O.A. District Band Festival and Graduation. Emphasis is placed on the continuing introduction and reinforcement of basic music skills. This ensemble is a "training band" for preparation for entrance into the Symphony Band.

**JAZZ BAND:** Grades 8-12, PREREQUISITES: Middle School Band, Audition and/or Director's permission. Performs on Holiday Concert and Spring Concert. Emphasis is placed on the genre of jazz music including swing, latin, bossa-nova, and many other styles.

**MIDDLE SCHOOL BAND:** Grade 8, PREREQUISITES: Intermediate Band, Audition and/or Director's permission. Performs on three concerts each year as well as the M.S.B.O.A. District Band Festival. The Middle School Band is the top performing ensemble at the middle school level.

**INTERMEDIATE BAND:** Grade 7, PREREQUISITES: Beginning Band, Audition and/or Director's permission. Performs on three concerts each year as well as the M.S.B.O.A. District Band Festival. Intermediate Band builds upon musical skills learned in Beginning Band and prepares the student for participation in Middle School Band.

**BEGINNING BAND:** Grade 6, Performs at two concerts each year. Emphasis is placed on learning basic musical skills such as tone production, rhythm, technique, intonation, and musicianship, as well as the fundamentals of playing the selected instrument. Following one year of Beginning Band, students are eligible to participate in summer music camps.

## 3. ADDITIONAL ACTIVITIES

### **M.S.B.O.A. DISTRICT AND STATE SOLO AND ENSEMBLE FESTIVAL**

This is an activity, which is not required, but strongly recommended. Students will prepare and perform an accompanied solo or ensemble for an adjudicator. More information regarding this festival is available closer to the event, and the dates are listed on the attached schedule.

### **PRIVATE INSTRUCTION**

There are many talented, excellent private instructors in the area. Weekly private lessons are excellent ways to supplement the music education you receive at school and will help you improve your playing ability and musicianship.

## SUMMER MUSIC CAMPS

There are many summer music camps in this area available to music students of all levels such as W.M.U. Seminar, Blue Lake Fine Arts Camp, Interlochen, Camp Wakeshma, and the Robert Hohner Institute Percussion Clinic at Alma College. Every Three Rivers student attending one of these camps will receive a scholarship from the Band Boosters for a portion of the cost of the camp. Other scholarships are available from civic organizations and from the camps themselves. This is a great way to supplement your band experience. See the director for information.

## **4. REHEARSAL**

Rehearsal time is very valuable and every moment of it must be used for actual rehearsal purposes. The following regulations are used in all fine musical organizations. These are the foundations of our rehearsal procedure.

READ THESE RULES CAREFULLY. This will eliminate any possible misunderstandings.

1. All students are expected to be in the band room when the bell rings, and get to their seat in a timely manner with all music, equipment/ instrument, and pencil out & ready to go. All percussion equipment should be set-up prior to warm-up. Conversation and warm-up may continue until the director steps up on the podium. Tardiness will be dealt with according to school policy.
2. Warm up your instrument by softly playing long tones or scales. Percussionists should confine themselves to playing soft warm-up exercises and assembling necessary equipment for the rehearsal.
3. When the conductor steps up on the podium, all talking should stop at once. Your full attention should be given to the conductor and nothing else should be allowed to distract you. All books and materials not pertaining to band should be placed in your lockers or under your chair for the duration of the rehearsal.
4. Gum chewing, eating, or drinking will not be permitted during any rehearsal or performance.
5. The rehearsal room and storage room must be kept orderly at all times. This is each band member's responsibility. All equipment should be stored properly after each rehearsal. All instruments should be put in the storage rooms or in the instrument lockers. No music should be left lying about and all sticks, mallets, and accessories should be stored in, not on top of the percussion cabinet. No mallets or sticks should ever be left on the floor.
6. Failure to adhere to these rehearsal policies and rules will result in the person(s) involved receiving a warning and then reports will be filed through the schools' disciplinary system and parents will be contacted regarding the issue. Continuing or severe discipline problems will be dealt with through the office.

## **5. PERFORMANCES**

Performances are extremely important as they give each student an opportunity to display their skills and also participate in a creative musical experience. It is important that each student accepts responsibility as a member of the Three Rivers Bands and participates in every public performance. Please remember that band is voluntary until you are accepted as a member, then it becomes obligatory. **ALL PERFORMANCES ARE REQUIRED, NO EXCEPTIONS!!!**

Refer to the schedule of performances and activities for the dates of all required performances. Please note that an unexcused absence from a required performance will result in a serious reduction of the overall grade. Students who make arrangements in advance will be given the opportunity to perform the entirety of their performance for a band director, and will be graded accordingly. For Marching Band, this would include marching and playing on the rehearsal field.

All absences from required performances including illness must be taken up with the director as far in advance as possible. Please try to make every accommodation possible to allow your student to perform. Having every member of the band is critical to our success. If, for some reason, you cannot make arrangements and your son/daughter must be absent, please make Mrs. Thomas aware as soon in advance as possible. This allows the director to make necessary changes in the music to accommodate for missing persons.

It is understandable that serious illness, family emergencies, and "Acts of God" can and will happen from time to time. In the case of this happening, please make every effort to keep Mrs. Thomas informed. This is best accomplished through e-mail. Part time work/job will not be accepted as a reason for an excused absence.

If a student is dressed inappropriately they may not be allowed to participate in the performance. If your attire is not appropriate for school, it is certainly not appropriate for the stage! Remember, when you appear at a public performance you represent yourself, your family, your band, your school and your community to the general public. You have an important job of selling yourself in a manner that will reflect positively upon yourself and your band. One individual can discredit an entire band, school, and community with poor behavior or inappropriate attire.

## **6. TRAVEL**

When it becomes necessary to travel as a group, certain rules must apply to ensure the safety and enjoyment of everyone. When students travel with the band they represent not only the band but also our school and our community. Students are expected to comply with the instructions of the Director and the chaperones at all times. Students must travel to and from the event, in which the band is participating, with the band on the transportation provided. If a student wants to return home after the event with their parents they must present themselves with their parent or legal guardian to the Director and then to their bus captain BEFORE departing. Students wanting to travel to the event utilizing other transportation or home from the event with someone other than a parent or legal guardian must submit a request in writing at least one week before departure for approval. For all trips that include an overnight stay a health form and travel agreement form must be signed by both the parent and the student and submitted prior to departure. If a parent wants to bring their child home from an overnight trip a letter requesting permission must be submitted to the Principal at least one full week prior to departure. The student will be allowed to leave with the parent or legal guardian only and only after all activities have been completed.

## **7. ATTENDANCE**

Band is a group performance oriented class. When a student is absent for even a single rehearsal it negatively impacts the entire group. Because our band relies on every student's consistent contribution, band students will be expected to maintain a minimum 90% attendance rate for all rehearsals. If a student drops below this rate, the student may lose performance privileges, and a conference will be called with the student, parents, and teacher and guidance counselor for the purpose of trying to improve the student's attendance. If attendance problems persist, the student may be asked to withdraw from the band. Absences from Marching Band evening rehearsals must be approved and excused in advance by the director. An unexcused absence from a Marching Band evening rehearsal may result in a "benching" for the next performance.

## **8. CONFLICTING EVENTS (TR SCHOOLS-SANCTIONED EVENTS ONLY)**

Every effort will be made by school officials to work out event conflicts in advance. Because it is impossible to work out all conflicts, when a conflict does arise the student must notify the appropriate school officials (Band Director, Coach, Club Advisor, etc.) as far in advance as possible. The student and their parents will be given a reasonable amount of time for a decision to be made as to which event he or she will attend. The appropriate school officials should be notified as far in advance as possible of their decision. It should be understood that doctor's appointments, travel athletics teams, and part-time jobs are not appropriate reasons to miss scheduled performances. In the case of any conflict with a rehearsal, a hand-written note from the parent or legal guardian is necessary to excuse the absence. If absences are unexcused, they will affect the overall grade.

## **9. FUND-RAISING ACTIVITIES**

The Three Rivers Band Department and Band Boosters are involved in several fund-raising activities each year. These fund-raisers provide additional monies for instruments, uniforms, trips, awards, camp scholarships, etc. There are three major fund-raisers the band students participate in each year: the Citrus Sale in November, the Wildcat Band Card Sale, and the Tag Day Sale in May/June. Every band student should participate in each of these if possible. In addition, the Band Boosters sell popcorn at all home football games, runs the concession

stands at band festivals, and various other fund-raising activities. We are constantly looking for new fundraising ideas so please feel free to attend a Band Booster meeting. If any parents are interested in being involved should attend the monthly meetings or contact one of the Band Booster Executive Board members.

## **10. DISCIPLINE**

Three Rivers Band Students should always conduct themselves in a manner that will reflect positively upon themselves and the Three Rivers Bands. Keeping this in mind, in addition to the policies of the Three Rivers High School and Middle School, the following policies will be strictly adhered to:

1. Please refer to item #4 for rehearsal regulations. Failure to adhere to these regulations will result in first a warning, then followed by the appropriate disciplinary procedures as laid out by the student handbook.
2. Any student caught using alcohol, tobacco, drugs, or any controlled substance will be immediately disassociated from the band until a hearing can be held to determine if the student's membership in band should be continued. This is in addition to any penalties the student may receive through the discipline code of the Three Rivers Schools.
3. All students in band are expected to maintain high academic standards and a 90% rehearsal attendance rate in order to be eligible for after school performances.
4. Continuing discipline problems in class or while involved in any other band or school activities will result in the request for a parent-director conference.

## **11. TRYOUTS, CHAIRS, AND CHALLENGES**

Tryouts will be held in the Intermediate, Middle School, and Concert Bands in the first two weeks of school and periodically throughout the school year as deemed necessary. Tryouts will count for both chairs and grades and will be held using music from the band folders or a special etude that will be chosen and distributed by the director. In marching band, parts are assigned and there are no chairs. Symphony Band tryouts will be held during first semester Final Exams. The tryout music will be selected by the director.

There will be no challenge system for students to compete for chairs once the tryout is completed.

## **12. INDIVIDUAL PRACTICE/HOMEWORK**

Consistent, quality practice is very important to any band student wishing to be successful in music either individually or as the member of an ensemble. Each student is expected to practice a minimum of 30 minutes per night, five nights per week. Practice is most beneficial when accomplished in a quiet area with no distractions, using a chair and music stand for proper posture. The following equipment is recommended to accompany your practice session:

- Chair
- Music Stand
- Metronome & Tuner (We recommend the Korg TM-40)

A typical practice session might include 8-10 min. of warm-up, 10 min. on a difficult passage in the band music, and 10 min. on a solo or etude. THIS IS A MINIMUM!!! Students aspiring to greater levels of musicianship and an "A" in band would find it necessary to spend more time and effort at musical practice.

All Middle School band students will be required to turn in their practice log each week, signed by a parent to verify their practice minutes. Practice Logs are due every Friday, and entered into the grade book periodically.

Each week, students will earn a grade for the number of minutes they practice for the week. The equivalent to 20 minutes a night, 5 days a week, is required for an "A"

100 minutes – 10 points 90 minutes – 9 points 80 minutes – 8 points 70 minutes – 7 points 60 minutes – 6 points 50 minutes – 5 points Less than 40 minutes – 4 points	The honor system will often be in place when students report the number of minutes and present their signatures. Forged signatures or academic dishonesty will be handled through office referrals and loss of credit for all points/practice minutes associated with the dishonesty. Failure to present a signature will result in a “zero” until the signature can be presented and the practice can be verified. Extra credit can be earned for minutes above 100!
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### 13. GRADING

High School: The grade in band is determined by three different categories:

Formative (Assessments, Written Work)	40% of total grade
Summative (Performances, Performance Exams)	50% of total grade
Daily Work (Participation, Effort)	10% of total grade

Middle School: The grade in band is determined by two different categories:

Assessment (performances; written & playing assessments)	70% of the total grade
Daily (Daily points & Practice Logs)	30% of the total grade

#### Summative (Performances & Performance Exams) Grade:

Students will receive full credit for being on time and present for public performances. Performances are heavily weighted because of how important it is to have each member present (see Performances). *Unexcused* absence from a performance will result in the performance grade for the event being lowered to “zero.” Unexcused tardiness to a performance will be addressed by lowering of one’s performance grade by 10 points. All absences are considered unexcused until they are deemed excused by the director. Please submit a hand-written note or a message to voicemail to request for your son/daughter to be excused from a performance. Part time work/job will not be accepted as a reason for an excused absence. If the absence is excused, students will be given an opportunity to perform the entire performance for Mrs. Thomas or Mrs. Vo, and graded according to their mastery of the material. Students will be evaluated on a weekly basis for the quality of their individual performance, based on their own individual musical development.

Daily Work (Practice Records & Written Work) Grade: Students are expected to follow all of the rules and regulations of the classroom and participate fully in all rehearsals and class sessions. Students who follow all of the following rules, will earn their 5 daily points: sit/stand with proper playing position, demonstrate proper hand position and embouchure/stick grip, no gum, must have instrument, music, and pencil, no talking, no cell phones, and prepared musically for class. See “Individual Practice” above. Students are expected to practice 100 minutes each week in order to earn this portion of their overall grade. Marching Band students during the marching season will fulfill this requirement by attending the three-hour Tuesday night rehearsals. These rehearsals will be given a point value and students who attend the entire rehearsal will earn credit based on their performance. A hand-written note is required to excuse a student from such rehearsal unless it is a TR Athletic Event worked out in advance.

### 14. THE CARE AND HANDLING OF UNIFORMS, INSTRUMENTS, AND MUSIC

Uniforms should be treated with care and respect at all times. When not in use, the uniform should be neatly hung in a dry, clean area such as a closet. Marching Band uniforms will be stored at school and Concert/Symphony Band tuxes will be stored at home.

#### MIDDLE SCHOOL 6th AND 7th GRADE BAND WILL BE REQUIRED TO PROVIDE:

- black dress pants
- black dress shoes (no tennis shoes)
- black dress socks (crew length; cannot show skin between sock and pant when sitting)
- plain white t-shirt (short sleeve, must be school appropriate)
- purple band polo will be provided to you (must be tucked in)

MS 8th GRADE AND HS CONCERT BAND STUDENTS will be required to provide:

- white tux shirt
- black dress shoes (no tennis shoes), (marching Dinkles can be worn for concert)
- black dress socks (crew length; cannot show skin between sock and pant when sitting)
- tuxedo and bow tie [provided for HS Concert Band]
- purple cummerbund and purple bow tie [provided for MS 8th Grade Band]

MARCHING/SYMPHONY BAND STUDENTS will be required to provide:

Concert uniform includes:

- white tux shirt
- Tuxedo and bow tie [provided]
- black dress shoes (no tennis shoes), (marching Dinkles can be worn for concert)
- black dress socks (crew length; cannot show skin between sock and pant when sitting)

#### MARCHING UNIFORM INCLUDES:

- black “bibber” pants
- one-piece jacket
- shako (hat) and plume
- white gloves
- White gauntlets
- black shoes\*\*
- black crew length socks

\*\*All Marching/Symphony Band members will be required to purchase a pair of “Dinkle Vanguard” black marching/concert shoes @ \$45.00/pair, and white gloves which are \$5.00/pair. Shoes and gloves will be ordered and paid for during the week of marching band camp.

\*\*\*Tuxedo jackets, tux slacks, bowties, and marching tops, bottoms, and gauntlets are all provided by the school. Replacement bowties are \$5/ea. Students and parents are held responsible for any negligence or damage to uniforms beyond normal wear and tear, and may be asked to replace a uniform which is mis-handled.

## INSTRUMENTS

It is each student's responsibility to have a well-maintained, playable instrument for each rehearsal and performance. This pertains to both school and student owned instruments.

It is strongly recommended that before purchasing an instrument you contact the director to make sure the instrument being purchased is of the necessary and appropriate quality. There are many manufacturers of poor quality instruments sold at a bargain price especially on the Internet. Many of these instruments are not of the necessary and appropriate quality to allow your child an opportunity to develop as a successful musician.

BRASS INSTRUMENTS should be periodically lubricated so that all valves and slides work as intended.

WOODWIND INSTRUMENTS should also be swabbed out after every use. All corks and joints should be greased, and all keys lubricated periodically. Every reed player should have at least THREE PLAYABLE REEDS in their case at all times. In addition, reed players should be constantly breaking in reeds to maintain this three-reed minimum. This alleviates the problem of breaking a reed before or during a performance and having to replace it with a new, unplayable reed.

PERCUSSIONISTS should have their own sticks and mallets at all times, and should keep their instruments cleaned and tuned.

ALL INSTRUMENTS should be kept clean and free of grime at all times. Musical instruments are not toys! They cost hundreds and even thousands of dollars. Please make sure they are handled with care, maintained properly, and stored properly in their cases after each use. Even the best musician cannot make music on a broken or poorly maintained instrument.

SCHOOL INSTRUMENT POLICY: Please refer to the attached form regarding school-owned instruments and return the attached form, along with the rest of the forms in this packet, by the due date.



## MUSIC

All music to be used in school performances will be issued by the band department. Folders for storage will also be provided. Music should be kept in folders when not in use. Please try to avoid bending or folding music, as this will cause it to tear. Always write instructions, alterations, etc. in your music but never use ink. Please use a pencil and write neatly so the next person can read the music easily. The student(s) to whom the music was issued will replace any lost, damaged, or destroyed music.

### 15. AWARDS

There are many awards given each year by the band department. The following is a list of awards available and qualifications for each. The marching band awards are presented at the annual Marching Band Banquet each November. All other awards are presented at the HS and MS Spring Concert & Awards Program in May.

**MOST IMPROVED MARCHER**- an engraved plaque awarded each year to the most improved marcher in the Wildcat Marching Band.

**BEST MARCHER**- an engraved plaque awarded each year to the best marcher in the Wildcat Marching Band

**BEST FLAG**- an engraved plaque awarded each year to the best color guard member in the Wildcat Marching Band.

**WILDCAT FACE**- a chenille patch awarded each year to every first year marcher who completes the marching year in good standing.

**COLOR GUARD AWARD**- a chenille patch awarded each year to each color guard member who completes the marching season in good standing.

**2nd, 3rd, and 4th YEAR MARCHING AWARDS**- a certificate awarded to each marching band member who completes the marching season in good standing.

**MOST IMPROVED PLAYER AWARD**- an engraved plaque awarded to the one member in each band who is most improved as a musician.

**DIRECTOR'S AWARD FOR BAND**- an engraved plaque awarded to one member of the Concert Band. This award is for outstanding musicianship and leadership.

**JUNIOR LETTERS**- chenille TR awarded to each junior in the Symphony Band who completes the year in good standing.

**SENIOR PLAQUES**- an engraved plaque awarded to each senior in the Symphony Band who completes the year in good standing.

**SENIOR AWARD**- a special award to be awarded at the director's discretion to any senior who has brought recognition to themselves through outstanding musicianship, leadership, or service.

**JOHN PHILIP SOUSA AWARD**- an engraved statuette awarded to the one senior who displayed the highest standards of musicianship throughout his/her band career. This is our highest honor!

### 16. BAND BOOSTERS

The Three Rivers Band Boosters is a parent organization designed to lend all possible support to the general instrumental music program in the Three Rivers Community Schools. This support includes but is not limited to fundraising; measuring, cleaning, and ordering of concert attire; arranging for chaperones; building props/scenery; and contributing to the smooth operation of all band events.

Meetings for the Three Rivers Band Boosters are scheduled for the first Monday of each month, and are included on the Schedule of Events in the back of this handbook. All meetings will take place in the Three Rivers High School Band Room at 7:00pm. Please consider joining us as we work to make this the best possible musical experience for our students!

Dear Three Rivers Band Students, Parents, & Guardians,

Welcome to the 2023-2024 School Year! We hope you will find the information contained in this handbook to be helpful and informative. The goal of this handbook is to acquaint you with the policies of the Three Rivers Band Program. With that in mind, we feel that it is extremely important that you take the time to examine it together. Please take the time to sign the form(s) attached behind this page and return them to us at school by Friday, September 15. If you have any questions on the material contained in this handbook or on any other band matter, please feel free to contact us or any of the Band Booster Officers listed on the cover page.

Musically,

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Assistant Director of Bands  
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## 17. FORMS CHECKLIST

The TR Band Handbook is available electronically. Check out the full handbook on the website at <http://trbands.weebly.com>. All members need to acknowledge understanding and compliance with the handbook by completing the attached forms.

The Three Rivers Band Calendar of Events (6-12th grade), and the updated WMB Calendar (HS only) are attached. Please keep it for your reference and add these dates to your family calendar.

These forms must be submitted to Mrs. Thomas or Mrs. Vo no later than September 15:

- #18 -- Attendance Contract
- #19 -- Parental Consent Movie & Photo Use Policy Form

## 18. ATTENDANCE CONTRACT

# PARENT/STUDENT INSTRUMENTAL MUSIC CONTRACT

Please note: This contract should be signed by both the student and parent/guardian in order to assure that everyone understands the procedures and expectations of participants in the Three Rivers Instrumental Music Program. If there are questions, see Mrs. Thomas or call the high school office at (269) 279-1120, or email Mrs. Thomas at [cthomas@trschoools.org](mailto:cthomas@trschoools.org). Since it is in the best interest of all students and parents to be “informed and willing,” this contract is a requirement of participation in the Band Program. **Please return it to Mrs. Thomas or Mrs. Vo by Friday, September 15th in person.**

**STUDENT:** I have read and understand the instrumental music calendar and the contents of the Three Rivers Instrumental Music Department Handbook, and I agree to abide by the guidelines and policies therein, in particular regarding attendance at all required concerts and events.

Student Name \_\_\_\_\_ Student Signature \_\_\_\_\_

**PARENT/GUARDIAN:** I have read and understand the instrumental music calendar and the contents of the Three Rivers Instrumental Music Department Handbook, and I agree to support my son or daughter in all activities pertaining to his or her group, in particular regarding attendance at all required concerts and events.

Parent/Guardian Name (Please print): \_\_\_\_\_ Phone #: \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Email: \_\_\_\_\_

Please use the form below to indicate any known conflicts with any of the listed events pertaining to your band. If we are unable to resolve any standing conflict below, you will be given an opportunity to make up the credit missed. See Mrs. Thomas or Mrs. Vo for questions, or call (269) 279-1120 x31328.

NAME: \_\_\_\_\_ BAND: \_\_\_\_\_

**DATE**

**EVENT**

**CONFLICT WITH**

## 19. PARENTAL CONSENT MOVIE & PHOTO USE FORM

Occasionally, movies will be shown in Band. Please check below the movie ratings you would allow your son/daughter to watch. The majority of the movies are musicals, but occasionally a relevant drama might be shown.

In addition, photographs and video will be taken of the Instrumental Music Department students at times both in class and during performances. Should you request that photographs NOT be taken and used for promotional purposes of the band program, please submit a written request to Mrs. Thomas. Please sign and date below indicating your understanding of this policy.

**Please return it to Mrs. Thomas or Mrs. Vo by September 15th in person.**

**Student's Name** \_\_\_\_\_

**Parent's Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**Movie Ratings Acceptable for your Son/Daughter (circle)**

**PG: YES NO**

**PG-13: YES NO**

## 20. SCHOOL INSTRUMENT MAINTENANCE CONTRACT 2023-2024

The Three Rivers Instrumental Music Department owns a set of instruments that can be loaned out for student use throughout the school year. The instruments are kept on a contract with Meyer Music that keeps the cost of repairs as low as possible. The band boosters are asking a minimal fee (\$20) from parents and students who use these school instruments to contribute to the upkeep and maintenance of these instruments that the boosters undertake each year to keep our instruments in good repair. Percussion students will be asked to pay the \$20 fee as well to contribute to replacement of drum heads, sticks, mallets, and the upkeep and maintenance of the various instruments that those students will use throughout their school year.

Please fill out the following form. If your son/daughter is using a school instrument, please also sign and date the contract below. Mrs. Thomas and Mrs. Vo will complete this form with specific model number(s) and serial number(s) for each instrument being used.

Name of Student \_\_\_\_\_

Please check one of the following:

\_\_\_\_\_ My student has their own instrument, or is renting their own, and does not use a school-owned instrument.

\_\_\_\_\_ My student uses one or more school-owned instruments & the \$20 maintenance fee per school instrument is enclosed.

\_\_\_\_\_ My student is a marching band percussionist and the \$20 maintenance fee is enclosed.

\_\_\_\_\_ My student is a concert season percussionist and the \$20 maintenance fee is enclosed.

**I understand that I am using or in possession of the above school-owned instruments, and that they are being provided by Three Rivers Community Schools for my use due to their extreme expense to purchase and maintain. If a school-owned instrument is damaged through abuse, misuse, or carelessness of the student, that student will be responsible for the cost of the repair. Routine maintenance to the instruments will be covered by the boosters.**

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

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### School Owned Instruments Used (Office Use Only)

Type	Make	Model	Serial #	Accessories	Condition
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## 20. CONTRATO DE MANTENIMIENTO DEL INSTRUMENTO ESCOLAR 2023-2024

El Departamento de Música Instrumental de Three Rivers posee un conjunto de instrumentos que se pueden prestar para uso de los estudiantes durante el año escolar. Los instrumentos se mantienen bajo un contrato con Meyer Music que mantiene el costo de reparación lo más bajo posible. Los impulsores de la banda solicitan una tarifa mínima (\$20) a los padres y estudiantes que usan estos instrumentos escolares para contribuir al mantenimiento y conservación de estos instrumentos que los impulsores realizan cada año para mantener nuestros instrumentos en buen estado. A los estudiantes de percusión se les pedirá que paguen la tarifa de \$20 y contribuyan al reemplazo de parches de tambor, baquetas, mazos y al mantenimiento y conservación de los diversos instrumentos que esos estudiantes utilizarán durante el año escolar.

Por favor, rellene el siguiente formulario. Si su hijo/hija está utilizando un instrumento escolar, firme y feche también el contrato a continuación. La Sra. Thomas y la Sra. Vo completarán este formulario con los números de modelo y de serie específicos para cada instrumento que se utilice.

Nombre de estudiante \_\_\_\_\_

Por favor marque uno de los siguientes:

\_\_\_\_\_ Mi estudiante tiene su propio instrumento o está alquilando el suyo y no utiliza un instrumento propiedad de la escuela.

\_\_\_\_\_ Mi estudiante usa uno o más instrumentos propiedad de la escuela y se adjunta la tarifa de mantenimiento de \$20 por instrumento escolar.

\_\_\_\_\_ Mi estudiante es percusionista de una banda de música y se adjunta la tarifa de mantenimiento de \$20.

\_\_\_\_\_ Mi estudiante es percusionista de la temporada de conciertos y se adjunta la tarifa de mantenimiento de \$20.

Entiendo que estoy usando o en posesión de los instrumentos propiedad de la escuela mencionados anteriormente, y que Three Rivers Community Schools los proporciona para mi uso debido a su costo extremo de compra y mantenimiento. Si un instrumento propiedad de la escuela se daña debido al abuso, mal uso o descuido del estudiante, ese estudiante será responsable del costo de la reparación. El mantenimiento rutinario de los instrumentos estará cubierto por los impulsores.

\_\_\_\_\_  
Firma del estudiante Fecha

\_\_\_\_\_  
Firma del padre/tutor Fecha

Instrumentos usados propiedad de la escuela (solo para uso en la oficina)  
Tipo Marca Modelo Número de serie Accesorios Condición
