

**NORWIN HIGH SCHOOL BAND**

**STUDENT & PARENT/GUARDIAN HANDBOOK**

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**2022 – 2023 SCHOOL YEAR**

(EFFECTIVE June 6th, 2022)

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## 1 Introduction

On behalf of the Norwin Band and the Norwin Band Aides, "Welcome!" The Norwin Band has a proud tradition of excellence. With countless first place awards and numerous National, Regional, and State Championships to our credit, the Norwin Band is recognized as one of the premier band programs in the country. The staff and the parents work together to provide the absolute highest level of music education in an effort to provide positive experiences and opportunities for each member of the band.

Both band parents and students will receive a lot of information over the next few months. During the summer and fall, the students will be learning and perfecting the Marching Season Show. Although things may seem overwhelming, with a little help from parents who have been there before, you can enjoy the experience, maybe even more than your child. This handbook is designed to provide information and guide you to key people when you have questions or concerns.

We understand that many families take vacations during the summer months. Care should be taken to schedule these vacations during the months of June and July. Students should attend all summer rehearsals but, vacations and summer camps will generally be excused during June and July. Attendance at the two weeks of band camp in August are **MANDATORY**. The only absences that will be excused are those expressly listed in section 7.2 at the discretion of the director. Vacation will not be excused during these two weeks given their importance to the season. Failure to attend band camp may jeopardize your position in the competitive show.

## 2 Band Staff

The band staff is comprised of the following positions that are filled by members whom are skilled in assisting our student's in being successful in the Norwin Band Program:

- Director
- Assistant Director
- Associate Director
- Music Arranger
- Percussion Arranger
- Drill Designer
- Visual Consultant/Choreographers
- Visual Staff
- Music Staff
- Percussion Staff
- Color Guard Staff
- Director of Operations
- Event Coordinator

## 3 The "Bands" and "Guards"

The Norwin Band Program has several performing ensembles including the following:

### Marching Band and Color Guard

The largest and most visible subdivision of the Norwin Band Program, the Marching Band ensemble is comprised of all band students and color guard members. As a matter of clarification and reference, when the marching band is mentioned in this handbook or any reference, it refers to both the instrument band members and the color guard members. They attend all Friday night football games, performing at halftime, and compete at local and national competitions. The band also supports the local community by marching in holiday parade events, the Norwin homecoming parade, and at special events that may be requested of the band and approved by the band director and Norwin School Board.

### Wind Ensemble

The Wind Ensemble is comprised of the top musicians within the Norwin Band, each of whom has been placed through an audition process. The Wind Ensemble performs at the Winter Concert, the Spring Concert, and the Spring PMEA Adjudication Festival.

### **Concert Band**

The Concert Band's purpose is to introduce wind & percussion students to the fundamentals of ensemble playing. The Concert Band rehearses daily from November to May, and performs at the Winter Concert, the Spring Concert, and the Spring PMEA Adjudication Festival.

### **Percussion Ensemble**

The Percussion Ensemble performs high-level, contemporary literature written exclusively for large and small groups of percussion instruments. Students who are able should enroll in MUS-480 Percussion Ensemble. All percussion students, whether they are enrolled in the Percussion Ensemble Course or not, are required to attend after-school rehearsals on Tuesdays, at least two performances each year, and other festivals and community events as scheduled by the director throughout the year.

### **Jazz Band**

The Jazz Band is an auditioned ensemble of students in grades 9-12 that focuses on the study of jazz music from the 20<sup>th</sup> and 21<sup>st</sup> century. The Jazz Band rehearses both during the school day and weekly after school on Thursday. Ranging from standard big band charts to contemporary compositions and arrangements, the jazz Band performs a variety of swing, latin, funk, bebop and rock tunes.. Performances usually include a December concert with the Orchestra, the Spring Jazz Band Concert in May, and other performances throughout the region.

### **World Guard**

The World Guard is comprised of the top color guard students in the Norwin Band, each of whom has been placed through an audition process. The World Guard performs at both the TRWEA (Three Rivers Winter Ensemble Association) and WGI (Winter Guard International) competitions. The World Guard travels out of state for WGI competitions. The winter guard ensemble begins preparing for their season after marching band season. Competitions run from January thru April.

### **"A" Guard**

The "A" Guard's purpose is to introduce color guard students to the fundamentals of winter guard performance. They perform locally in mostly the TRWEA (Three Rivers Winter Ensemble) competitions and also participate in the WGI (Winter Guard International) competition held at Norwin. "A" Guard begins preparing for their season after marching band season. Competitions run from January thru March. The "A" Guard is an optional program that is evaluated on an annual basis to see if there is enough student interest and it is financially feasible.

## **4 Student Officers**

The Norwin Band has the following student officers: President, Vice President, Secretary, Treasurer, Uniform Manager, Librarian and Webmaster.

## **5 Student-Held Positions**

The Band Director appoints students to hold the following positions through an audition and interview process. These positions are full year appointments.

### **5.1 Drum Major**

Qualifications of the Drum Major include: proficiency on their respective instrument; an ability to read musical scores; and, ability to properly warm-up the band. Duties include:

- Enforces band rules and maintains order.
- Directs the band in field rehearsals and performances.
- Assists with other responsibilities as instructed by the Band Director.

### **5.2 Equipment Manager**

The Equipment Manager assists in maintaining the upkeep of the band instruments.

### **5.3 Section Leader**

Qualifications of a Section Leader include: one year experience in Marching Band; and, proficiency on their respective instrument.

- Enforces band rules and maintains order in their section.
- Inspects uniforms of the section members.
- Assists with other responsibilities as instructed by the Band Director.

## **6 Band Practice**

Practice is a necessity for maintaining the “Commitment to Excellence” that the Norwin Band seeks in its students. Practice, in some form, is held year-round. The upcoming freshman join the band practices on Monday nights starting in June of the summer proceeding their freshman year and continue practice throughout their life as a member of the Norwin Band. Students are kept in a constant circle of communication via their section leaders, band website, band bulletin board, and, most importantly, through listening to the Band Directors.

### **6.1 Band Camp**

Band Camp 2021 begins July 26th and runs through August 6th. Details regarding Band Camp and Full Band Rehearsals can be found on the Norwin Band website. Attendance at all rehearsals is required, so parents should plan accordingly for student transportation needs (carpooling is suggested). **It is recommended that students show up at rehearsal ½ hour in advance.** Please do not arrive more than 45 minutes before rehearsal as the staff may not have arrived yet. This allows students to prepare their instruments, equipment and drill book plus travel time to the practice field. **Rehearsal is held rain or shine.** It is recommended that the students bring the following to Band Camp:

- water jug
- sunscreen and/or insect repellent
- comfortable tennis shoes (**sandals/flip-flops are not allowed**)
- extra socks and foot powder
- rain jacket
- pencil
- lanyard/shoelace for drill book
- drill book (distributed at first Band Camp practice and is expected to be with student at all times)

**Families are strongly encouraged to schedule any summer vacations before Band Camp begins.**

### **6.2 Band Class**

Band Class is held during first period each morning. Additional music courses are available as selected by each individual student. Current offerings include:

- Music Theory
- Jazz Band
- Orchestra
- Chorus
- Fundamentals of Guitar
- Music Technology
- Percussion Ensemble

## 6.3 Sectionals

Sectionals are small learning ensembles for each instrument (i.e. flute, clarinet, drum line, etc.). They are held after school, on a day designated by the Band Director leading the sectional. Students are required to be at the rehearsals. Should a student miss a rehearsal for any reason they must present an excuse to the ensemble director and the director will determine whether to mark the student as excused or unexcused for a grade.

## 6.4 Private Practice

Students should practice at least  $\frac{1}{2}$  hour, on their own, every day. This not only helps to improve the technique, but also insures a regular routine is being established.

## 6.5 Private Lessons

In order to truly achieve the “Commitment to Excellence” that the Norwin Band seeks in its students, they are strongly encouraged to take private lessons in their selected instrument outside of the curriculum. Musical proficiency is required of all Norwin music students, and proficiency generally requires additional training and instruction other than just sectional and ensemble rehearsals.

The Norwin Band Directors have references to distinguished and highly qualified private instructors in the Pittsburgh area. **Financial assistance is available through the “Norwin Play It Forward Fund”.** Students should inquire with the Band Director for those references and “Play It Forward” information.

# 7 Rehearsals/Performances

Students are expected to attend every rehearsal and performance. Dates can be found on the Norwin Band website under information/calendar at [www.norwinband.net](http://www.norwinband.net). Check the website regularly; communicate with your student, other band parents or staff, to stay on top of upcoming events and obligations.

## 7.1 Absences from Rehearsals/Performances

If a student must miss a rehearsal, they are required to fill out an absence card at least two weeks prior to anticipated absence and turn it in to the Band Secretary. Students MUST attend the practice directly before a performance. (Usually saturday afternoon) These absences will not be excused in most cases. Students not in attendance at rehearsals before performances will not be allowed to participate in the performance due to the potential for new material to have been added and safety concerns resulting from those changes. **If you are aware of a conflict, the sooner this is communicated, the better!** (NOTE: Missing any rehearsal, regardless of excused status may result in a student being held out of a performance pending mastery of any missed material.)

## 7.2 Excused Absences

- COVID-19 related symptoms
- sickness (If you are at school, you are expected at rehearsal)
- death in the family
- pre-arranged conflict -- must be approved in advance (**at least 2 weeks**) with Band Director
- emergency doctor's appointment

## 7.3 Unexcused Absences

- skipping
- forgetting
- employment conflict
- club meeting

- make-up test that could be scheduled at a different time
- doctor and other appointments that could be scheduled at a different time
- trip made in disregard of band commitment
- any other conflict not cleared in advance with the Band Director

## 7.4 Tardiness

Tardiness is not tolerated. Students who are tardy will be expected to make-up missed time at the discretion of the Band Director.

## 7.5 Consequences

Students accumulating two or more unexcused absences may be subject to a performance suspension at the discretion of the director. The nature of this suspension will vary depending on rehearsals missed and their proximity to performances. The performance suspension will be lifted once the student demonstrates mastery of the missed material. (NOTE: Missing any rehearsal, regardless of excused status may result in a student being held out of a performance pending mastery of any missed material.)

## 8 Parent Attendance at Practice/Rehearsals

Parents are welcome to observe outdoor practices. Please remember, however, that the practice field is our classroom. Parents are encouraged to attend only the last 30 minutes of rehearsal and keep the following in mind:

- Remain quiet.
- Watch from an area away from any instructional area, including the stairs and area around the band tower so as not to interfere.
- Please remember there is no **smoking or pets allowed on school property**.
- Please heed any special instructions of the band staff while observing practice.
- See Item 18 for the band parents traditions on "The Hill".

## 9 Placement and Challenging

Chair placement in the specific ensembles is decided on by a blind audition process. Challenging may occur any time throughout the year *within the ensemble* that the student was placed in. Should a student want to challenge into the Wind Ensemble from Concert Band, the student may do so following the winter concerts. Any student wishing to challenge must make arrangements with one of the Band Directors to set a time to hear a challenge. The challenge music will be an excerpt from the coming years PMEA solo, scales/fundamentals, concert literature as determined by one of the Band Directors.

## 10 Band Instruments

No matter the avenue chosen to obtain the instrument, it is always strongly recommended that students properly care for and maintain their instrument. It is also recommended that care is taken during marching season to prevent instruments from sustaining damage by improper care during practice. If at all possible during the marching season, it is suggested to use an older instrument when practicing outdoors.

### 10.1 Privately Owned

All students are expected to maintain their instruments in good playing condition. Parents are asked to provide the best possible quality instrument for their son(s)/daughter(s). Parents are strongly encouraged to upgrade the quality of their students' instrument from that used by their student in the intermediate/middle school. Norwin High School and the Norwin Band Aides assume no responsibility for instruments owned by individual students. Parents are encouraged to have instruments insured

against theft, damage, etc., through your family's homeowner's or tenant's insurance policy. It is also advisable to keep a record of the make and serial number of the instrument in your family records.

## **10.2 Norwin Band Owned**

If a student uses a Norwin Band-owned instrument, they are responsible for its care and minor maintenance. A normal amount of wear will be allowed for, but damage resulting from mistreatment or carelessness will be charged to the student. Careless treatment of a Norwin Band-owned instrument suggests that the individual is not deserving of its use. In this case, the instrument will be issued to someone more responsible. The student and parent will sign a contract annually to assume responsibility for the loaned instrument.

Instruments loaned by the band, based on availability, include: tubas; trombone; sousaphones; baritone, mellophone (marching French horn), bassoon, English horn, bass clarinet, tenor saxophone; baritone saxophone, soprano saxophone, piccolo, and all percussion equipment except sticks and mallets (which are the student's responsibility).

## **10.3 Rented**

Please contact the Band Director for a list of the currently recommended instrument retailers having rental programs available.

# **11 Band Rules and Regulations**

At all times, band members should behave in a manner that reflects positively upon the community, school, the band community, their family, and themselves.

## **11.1 General Conduct**

- As band is a scheduled class, students are expected to participate in all classes in accordance with school attendance policies. Failure to do so may result in loss of membership in the band.
- The use of alcohol, tobacco, or drug related paraphernalia is strictly forbidden at any band function.
- **Norwin School District rules, as outlined in the 2020 Student Handbook, apply to all band practices and functions.**
- The Norwin Band has a Zero Tolerance policy towards bullying and cyberbullying. Any band student found to have violated bullying or cyberbullying policies will be referred to the main office for discipline, as well as discipline within the band program up to and including performance suspension and removal from the band program.
- Band members are required to read the Norwin Band Handbook and sign an agreement to abide by the Handbook rules. (This will be presented to each incoming freshman student at the beginning of band season.)

### **11.1.1 Band Room Rules**

- There will be NO gum, food or drink in the band room.
- All instruments are to be stored in the storage area only.
- Music folders and music should stay in the student's folio. Copies may be requested from the student Librarian for practice at home. Students should have a 3-ring binder for marching band music.
- Any lost or damaged music must be replaced by the student or an obligation will be submitted.
- The band room is for the students, and they must keep it clean and nice by putting any trash in the trash cans, whether they made the mess or not.
- It is never acceptable to play an instrument that is not yours. Only percussionists are allowed to use the percussion equipment. The jazz drummer is the only one who uses the drum set.
- Only band members are allowed in the band room unless authorized by the Band Director.

- Textbooks and other school-related materials are not to be left in the band room.
- STUDENTS SHOULD NOT LEAVE MONEY AND/OR VALUABLES (besides their instrument!) in the band room or school.
- Practice rooms are for students practicing their music. Students must ask permission to use the practice rooms. If any food or drink is found in the rooms, the rooms will be locked and considered unusable.
- Solo and Ensemble music, method books, tuners, etc., must be checked out with the Band Director.
- The telephone for student use is located by the dry erase board. It will be used only with permission from the Band Director.

### **11.1.2 Football Games**

- At the high school, before each game, Section Leaders will conduct a complete inspection of section members' uniform and equipment. Shoes must be clean.
- The band is seated together and students will be expected to remain in the area designated for their section. Only band members in full uniform and staff are allowed to sit in the band section.
- All color guard members will also remain in their sections at all times.
- All band members will stay seated in their sections at all times unless asked to stand to play.
- All percussionists will stay seated by their respected instruments at all times, ready to play.
- All members should be alert to what is going on down front. Instructions are given from the front of the band by Drum Majors and Band Directors.
- Students must be in full, proper uniform at all times unless otherwise instructed by the Band Director.
- Students are not permitted cellphones or other electronic devices during football games.
- Students are not permitted to walk around with only a part of their uniform on, or with their collar unhooked, coat unfastened, etc. Jewelry and nail polish are not to be worn with the uniform. Hats are worn at all times unless students are told by the Drum Major or Band Director to take them off. All hair is to be under the hat.
- Instruments are to be played only when the band is playing together.
- Gum chewing while in uniform, excessive screaming and yelling will not be tolerated.
- If a student must leave the band section for an emergency, another student must accompany and the Band Director must grant permission.

## **12 Performances / Competitions / Events**

The year in the life of a Norwin Band Student includes their participation in many activities:

### **Kennywood**

The Norwin Band traditionally marches in the Kennywood Fall Fantasy Parade in August. Students receive ride-all-day passes and enjoy the park all afternoon. Later in the day, they change into uniform, warm up and give a small concert in the pavilion area behind the "Jack Rabbit" (entrance beside the "Garfield's" ride) before marching through Kennywood. All students depart by bus immediately after the parade to return to the high school.

### **Preview Show**

The preview show is the first dress performance of the competitive marching show for family, friends and the community at Norwin High School Stadium. It usually takes place the Thursday evening before the first day of school. It is usually followed by a dessert social for students. Parents should check the BandNotes for information. A group photo of the Norwin Band will be taken by a professional photographer before the preview show and will later be made available to parents.

### **Football Games**

The Marching Band performs half-time shows at all football games throughout the football season and any playoff games. Parents and family are encouraged to attend games to support the band/guard, football team and cheerleaders.

### **Norwin Band Festival**

The Annual Band Festival held at Norwin is a PIMBA (Pennsylvania Interscholastic Marching Band Association) competition. The Norwin Band does not compete at its own festival, but performs in exhibition.

### **Homecoming Parade / Game**

The Homecoming game is held on a Friday night, and is followed on Saturday morning by a Homecoming parade through Downtown Irwin.

### **Senior Night**

Occurring once a year during the football season, Senior Night usually takes place at the last regularly scheduled home football game. The purpose of Senior Night is to honor the seniors and their parents from the football team, cheerleaders, marching band and color guard. Traditionally, the seniors and their parents are honored by having the parents escort their senior student across the football field at a ceremony before the game. As the student and their parents walk across the field, they are introduced to the audience and a list of the student's accomplishments and future plans are announced.

### **BOA (Bands of America) Competitions**

BOA presents a prestigious nationwide series of regional competitions. These competitions are held at various venues both in and out of state, some require more extensive travel, and present an opportunity for educational adjudication by leading experts from around the country.

### **PIMBA Competition / Festivals**

Pennsylvania Interscholastic Marching Band Association is the local competitive marching circuit contracting educational adjudicators from the PFCJ (Pennsylvania Federation of Contest Judges). The Norwin Band performs many Saturday nights in September and October at local high school band competitions / festivals (excluding Homecoming weekend).

### **PIMBA State Championship**

This Championship show is usually the last competition of the Marching Band season.

### **Winter Combined Concert**

The Combined Winter Concert is held in January and features the Norwin Middle and High School Bands.

### **Winter Guard Competitions**

The Winter Guard competition season runs from January thru April. The World Guard and "A" Guard participate in TRWEA and WGI competitions both locally and out of state.

### **Spring Concert**

The Spring concert, held in May, and features the Norwin High School Bands.

### **Percussion Ensemble Concert**

Held in May, the Percussion Ensemble Concert features the Norwin percussion students.

### **Jazz Band Concert**

The Jazz Band Concert is held in May and features the Jazz Band students and may also include the Middle School Jazz Band.

### **Band Banquet**

The band season completes at an annual banquet held the Saturday night of Memorial Day weekend. Seniors and their parents are honored at this dinner which includes a student created slide-show followed by an evening of activities for student band members only to wrap up the year. The senior band members plan and host the event for their parents, band staff and Band Aide Board members.

## **13 Student Travel Policies**

### **13.1 Bus Procedures**

- For football games and local competitions, school buses are utilized. Students are divided into buses by grade and Color Guard. For longer trips and out of state competitions, coach buses are utilized. Students are usually divided into the coach buses by section assignment and Color Guard.
- Bus captains will be assigned for each bus.
- Students will not load the buses until attendance is checked in the band room and announcements are made.
- All equipment to be loaded on the truck must be put in the back of the band room by the person who will use the equipment in the performance.
- At the performance site, buses will not unload until told to do so by the Band Director.
- Food and drink (other than water) should not be consumed on the bus when any part of the uniform is being worn.

### **13.2 Overnight trips**

- Room lists will be assigned before all overnight trips with a room captain assigned for each room group..
- Before checking into the motel, room captains will pick up room keys to distribute to roommates.
- All bus captains will be responsible for checking attendance each time the buses are loaded.
- No one may change buses or rooms without permission from the Band Director. Bus captains and chaperones must be informed of any such change.
- All band members will ride the bus to and from events. NO PRIVATE CARS ALLOWED.
- Some overnight stays may be spent in a local high school. The Norwin School District rules and Band Rules apply for acceptable student behavior, respect for property, etc.

### **13.3 Hotels and Motels**

- All rooms will be assigned and no changes will be made except those made by the Band Director.
- Students and their roommates will be expected to keep their room neat and clean. If the room is messy at checkout time, students and their roommates will clean the room before any bus departs.
- Students must follow curfew set by the Band Director and be polite to each other, hotel staff and other hotel guests.

## **14 Uniforms**

Uniforms will be fitted in late June and July. Students will receive a schedule and are expected to arrive at the assigned time to be fitted. After the uniform fit is approved, a professional photographer will take formal photos of each band student. If you desire to purchase the photos, students should be prepared with a check to pay for the photos and photo button(s) for parent(s) to wear throughout the season.

Uniforms remain in the uniform room at all times unless in use for a scheduled event. Students are responsible for properly storing hats and hanging uniforms. Students must arrive early to acquire their uniform and get properly dressed for each performance. The uniform room opens 1 hour prior to a scheduled event, and closes 15 minutes before the scheduled warm-up or departure time. All students will be required to Sign the Handbook Signature Page that acknowledges they understand the Uniform Rules and Regulations as part of this Handbook.

## **14.1 Provided by Norwin Band for Marching Band**

The Norwin Band uniform includes navy blue pants with suspenders and is topped by a white and navy jacket, with gold mirror “embellishments” and white and gold wrist gauntlets. The hat is white and includes a white plume of real feathers. Please tend to the feathers gently as they tend to shed. Also, the hat must be air dried before storage.

Color guard uniforms/outfits are made every year depending on the show theme being presented.

## **14.2 Provided by Student for Marching Band**

The following items will be needed for the Marching Band Season:

- For both male and female, a white T-shirt and dark (navy or black) form fitting shorts (NO BASKETBALL SHORTS) are to be worn under your uniform. This helps prevent body odor and skin oils from being transferred to the uniform. Thermal wear – worn under the band uniform during colder months.
- Long Black socks - required
- Band shoes - must be black MTX. (These may be purchased during the summer as arranged by the Band Director and Band Aides)
- White gloves - ordered at a practice, it's a good idea to order several pairs. Fingertips of gloves may need to be modified for some instruments.
- Garment bag - Students must have a garment bag. This is to be used each time the uniform is removed from the Uniform Room for away performances or to transport it home. It is also taken on the bus to performances where students change out of their uniform on the bus. It is best to purchase a good quality one that will last 4 years. The Bandwear committee has available high-quality garment and tote bags that will hold Uniform / Shoes / Gloves / Black Socks. Shoes are not to be stored or transported in the garment bag.

## **14.3 Provided by Student for Concert Ensembles**

Some ensembles have their own specific attire. Specific dress requirements will be communicated to members of each ensemble. The Wind Ensemble is provided a black tuxedo for the men and the women wear white or black blouses with black skirts or pants. The Concert Band members wear white or black shirts/blouses with black pants/skirts. The Jazz Band members for the men wear black button down shirt and black pants with a colored tie with similar attire for the women members. The Percussion Ensemble students will wear black button down shirts, slacks, shoes, socks and belt. The attire is communicated to each group by the band director prior to each concert.

## **14.4 Replacement Costs for Damaged Items**

Items that are intentionally damaged by the student, or neglected by the student, will be subjected to a repair/replacement fee as designated by the Band Director.

## **15 Personal Grooming**

All Norwin School District rules related to Appropriate Attire (See Norwin School District Student Handbook) also apply to marching practices and rehearsals. For Marching Band, hair must be up and concealed beneath the hat, neat and off the collar. No facial hair, makeup, earrings, jewelry, or nail polish. (Please refer to the Uniform Rules and Regulations Addendum). Shoes must be cleaned and polished. Uniforms must be clean. No eating or drinking in uniform. Spotted or dirty uniforms must be cleaned at student expense. Students are expected to maintain a regular routine of personal hygiene.

## **16 Student and Parent Participation**

Our students are fortunate to be able to experience and enjoy the Norwin Band Program throughout their high school years. The success of the band, however, can only be accomplished with the support of all parents. All parents are expected to volunteer a portion of their time and talents to one or more of the activities that make the Norwin Band Program one of the best in the Country.

Information on volunteer opportunities is available throughout this Handbook, especially in section 23, Norwin Band Aides.

## 17 Parking

The following guidelines will assist in making sure you adhere to acceptable parking practices:

- Only park in designated parking area and please leave the handicapped parking spaces for those who need them.
- Any time students are being transported from Norwin, it is critical that you **do not park along the curb in front of door #9 or in the loading dock area**. Motor coaches, school buses, and the equipment trucks need to be able to load and unload. Park in one of the provided parking places.
- Picking up from rehearsals/performances throughout the school year, **DO NOT LINE UP OR PARK ALONG THE CURB IN FRONT OF DOOR #9!** That area gets very congested during pickup times and it is very difficult to back out of parking spaces with all the traffic when cars are lined up or parked on the curb. **Please park in a designated parking area and wait for your student.**
- At practice, please observe the parking restrictions near the practice area. This is for the safety of both students and parents.

In addition, even though Norwin's campus provides an ample amount of parking space for attendance of home games and competitions, local visiting schools tend to bring a rather large amount of traffic. It is recommended that parents arrive early to ensure that they obtain a parking space.

## 18 Traditions

### The "Hill"

As the season progresses, a final run through of the show is usually performed at the end of practice. About 30 minutes before an outside practice is scheduled to end, the band parents begin to gather at the practice field to watch the performance. This is a great time to get to know other parents, as well as support our kids. It is a long-standing enjoyable tradition. **Please remember that there is no smoking or pets allowed on school property.** (Please refer to Item 8 for expected considerations given to the staff and students while you are enjoying practices or performances.)

### Norwin Cheer

Be prepared at all competitions to hear and **PARTICIPATE IN** the Norwin Cheer. One parent calls out the letters to spell out N-O-R-W-I-N and we all answer (yell) back. This cheer is anticipated by our students and enlivens them for the performance!

### Seating at competitions

Look for your fellow Band Aides at competitions. Many of us arrive early and save seats so that we can sit as a group to cheer on our sons and daughters!

## 19 Accessories

Accessories are available to show your Norwin Band spirit. Most items are sold at little or no profit to make them affordable.

- **Bandwear** - Wear your Sprit Wear or season show shirt whenever we go to competitions to support and cheer our sons and daughters! The Bandwear Committee will take orders a couple of times a year for a wide variety of apparel to choose from, including t-shirts, jackets, golf shirts, sweatshirts and other miscellaneous items. Please order early as the Bandwear Committee only places orders for requested items and amounts, typically there is no inventory. Special order items are also offered throughout the season. Garment bags and totes are also offered at the beginning of marching season for new students.
- **Videos** – a compilation of season performances will be available for sale after the season is completed. Most of the high school show venues and all BOA shows where the band performs offer videos of the bands performing in the show.
- **Band Photos** – individual, sectional and full Band (usually taken in August).
- **Program Books** - each competition will have a program book to purchase. Get one if you want a record of the performances, and be sure to have a waterproof pen or pencil to record the scores!
- **Patches and Pins** - these can be purchased to wear on jackets. Local competitions usually have a variety of items for sale. BOA offers a patch and pin for each Regional. If the students qualify for finals, they will receive a finalist patch at school. However, if they don't have the opportunity to purchase the show patch, make sure to pick one up for them. These patches are usually attached to the Band Letterman jacket.
- **Blankets and stadium seats** - add to the comfort of a long evening. Be prepared for the dropping temperatures of fall evenings, windy days & nights, and an occasional rain or snow shower.
- **Section T-shirts** – each section in the band can make its own season shirt for purchase by its members and section parents, if desired.

## 20 Behind the Scenes

There are groups of parents and alumni who help the band take to the road. At the beginning of the band season, the leader for each of the following responsibilities will communicate if any volunteer members are needed. If you are interested, you can then sign-up for the activity you are interested in at any of the monthly Band Aide meetings, or contact the leader directly. The number of people for each group will vary from year to year depending on what is needed for the performance. Behind the scenes are:

### Prop Crew

The Prop Crew works throughout the Marching Band and Winter Guard seasons constructing props that enhance the shows.

### Seat Cover Crew

The Seat Cover Crew accompanies the Band to all football games and covers the bleachers to protect the Band members' uniforms.

### Pit Crew

The Pit Crew organizes heavy percussion instruments and equipment at football games, performances and competitions. They also load/unload the equipment on the trucks for away/travel events. The Band is allocated a limited amount of time for setup and takedown of the equipment at football games, performances and competitions; therefore, this group requires a lot of skill in completing their task quickly and accurately.

## 21 How to Really Enjoy Band Season

As band parents, we try to attend as many performances as we can, to support our talented hard-working students and to enjoy their performances. All band boosters are part of a special family who feel the same about their band students the same way we feel about ours and respect and support other bands. We all admire our kids and are amazed at their accomplishments. The rewards from this great commitment of time and effort are many, including new friends, comradeship, school spirit, and a sense of accomplishment.

In general:

- Be sure band/guard members attend practices, football games, competitions, and special events (parades, homecoming, and pep rallies).
- Be an AUDIENCE!! Attend performances and cheer for our band, especially the Championships (remember this is the goal to which all hard work is aimed!!)
- Provide miscellaneous items as needed (socks, gloves, long underwear!!)
- Help kids keep track of all uniform parts and keep the uniforms clean.
- Attend Band Aide Parent meetings monthly. General meetings are usually held the 2nd Monday of the month, at the High School. Check the band website, [www.norwinband.net](http://www.norwinband.net) , frequently for up to date notices, information and schedule changes.
- Pack lunches, snacks and/or money for practices, games, and events.

## 22 Attending Competitions

The Norwin Band Aides look forward to a successful and entertaining season. Half time shows offer an opportunity for the band to perform for the entire community, while band competitions allow the finer points of a performance to be appreciated.

At competitions, special considerations are needed for everyone to enjoy the performances. When representing our community and our students, **we have a responsibility to be positive, supportive and courteous**. Please keep these points in mind when you are enjoying a competition:

- Please refrain from talking during performances performances, and be sure to silence cell phones and other electronic devices.
- Wait until a band completes their show to enter or leave the stands, to avoid causing distractions for the band performing or other patrons watching the show.
- Be positive, respectful and supportive of all performing ensembles. You never know who may be listening and negative remarks may hurt the feelings of a parent whose child has worked just as hard as yours, and may leave a lasting negative impression of the Norwin community.
- Always applaud a band's performance. All students work hard to perfect their performance and relish your appreciation of their efforts.
- Be prepared for inclement weather – bring a poncho! Avoid umbrellas because they can block the view of those behind you, and the spokes can be dangerous in the close quarters of stadium seating.
- If you video-tape local competitions (BOA competitions forbid the use of recording devices), stand where you will not block the view of other members of the audience.

## 23 Norwin Band Aides

The Norwin Band Aides is a non-profit organization. General membership includes parents and guardians of students participating in the band, plus friends of the band and band alumni. Membership is free, and your volunteer participation as a supporting parent or guardian is expected to support the many activities that the Band Aides sponsor to provide the best for our students. Committee chairpersons will be contacting you to schedule your support for various functions and fundraising activities that the Band Aides sponsor. Please do what you can to volunteer your time and talents to support the Band Aides. Every little bit helps and volunteers are always highly appreciated!

The Norwin Band Aides has an elected Executive Board consisting of a president, vice president, secretary and treasurer. There are also many committees involved in supporting our mission. The Executive Board and committee chairpersons meet as needed prior to the general membership meeting. The general membership meetings are held the 2<sup>nd</sup> Wednesday night of the month at 7:30 p.m. unless notification is given otherwise. Officer elections are held in April. A complete listing of the Executive Board, the committee chairpersons and their phone numbers is on the website at [www.norwinband.net](http://www.norwinband.net)

### 23.1 Purpose

The purpose of the Norwin Band Aides, as stated in the by-laws is:

- To stimulate and sustain interest among the Band Aides and the students at Norwin Senior High School in band activities at Norwin High School by cooperating with school authorities and the Norwin Band Director.
- To raise and distribute monies, as required for the activities of the band, not funded by the Norwin School District. All fundraising activities to be organized at the recommendation of the Board of Directors.
- To support and promote music education in the Norwin School District by advocating policies that will enhance the music education of students in the Norwin School District in cooperation with the Norwin Band Director and school officials.

The Norwin Band Aides also maintain a direct line of communication in keeping parents informed through the website, parent e-mails (Band Notes), and monthly meetings. (If you have any concerns regarding your student and the Norwin Band, please see the Band Director. The Band Aides are a booster group and DO NOT intercede on issues between band members and/or the Band Director.)

## **23.2 Executive Board**

The Executive Board consists of a President, Vice President, Secretary and Treasurer. Their functions are as follows:

### **President**

The President presides at all meetings, appoints committee chairs and act as an interface with the Band Director and the staff.

### **Vice President**

The Vice President shall perform the duties of the President in his/her absence and assists the President when called upon. This position will assist with all functions of the Norwin Band Aides organization.

### **Secretary**

The Secretary keeps minutes of all general and board meetings. He/she also organizes Senior Night and Band Banquet.

### **Treasurer**

The Treasurer collects monies, deposits monies in a bank designated by the Board of Directors, and disperses funds. He/she also keeps all records regarding income, expenses, assets and liabilities, and prepares and distributes copies of the financial reports. As established in the bylaws, this person must be a certified CPA, or have related financial experience.

## **23.3 Band Aide Support Committees**

The Band Aide Support Committees are developed to assist as follows:

### **Bandwear**

This committee outfits the Norwin Band Parents so we can show our support for the band wherever it performs. A wide variety of shirts, hats, pins, buttons, and jackets are available. Specialty items are sometimes produced based upon demand. Purchases can be made at monthly meetings, events, or practices, and on the band website,. As noted in previous sections, the Bandwear committee also has available a number of items that students may desire to purchase, such as a garment bag and a duffle bag for band travel.

### **Budget**

The outgoing president from the previous year chairs this committee. The chairperson gives a monthly report and an overall status is relayed to the general membership. The yearly budget is compiled at a special Executive Board meeting and presented to the general membership for clarification, questions, and recommendations. It will then receive preliminary approval at the June Board meeting and subsequently the final approval in July. Each committee is given a budget goal. This is based on the previous year's activity and projected potential for the upcoming year.

### **By-Laws**

The By-laws chairperson is responsible for the maintenance and interpretation of the corporation's By-laws. Changes in the By-laws must be approved by the Board and voted on by the general membership.

### **Communications**

Band Note e-mail messages that contain important information for parents are sent out on a regular basis.

### **Medical**

The purpose of the Medical Committee is to provide first-aid coverage at all band performances. It functions under the direction of the band staff. The medical committee consists of volunteers trained in the medical field. The medical committee maintains a set of guidelines outlined by the band staff. Volunteers assisting the medical committee will refer to these guidelines before working with the committee. The medical committee will be with the band at all times. Parents should allow the medical committee to deal with the first aid needs of the band students. Parents will be called for if necessary. The medical committee will provide supplies for each activity, handle emergencies, and monitor band students' medical conditions.

### **Norwin BandNotes**

Updates are posted to the BandNotes by the band staff/Mr. Daniels and the BandNotes Coordinator, a NBA board member. Information is posted as it becomes available. It will include messages from the president and articles of interest from various committees. Special information such as directions to competitions, order forms for tickets, transportation, fundraisers and band merchandise can also be included. Make sure your email address is current with the Band Aides so that you receive weekly updates.

### **Website**

The website can be found at [www.norwinband.net](http://www.norwinband.net). The password for the student section is given to the students by the Band Director. The website is a good first stop that will most likely address any questions you may have related to the Norwin Band program. The website also has a calendar of band activities that is constantly being updated to keep all up to date of the band program's schedule. There are also five Facebook pages: Norwin Band, Norwin Band Aides, Norwin Alumni, Norwin Colorguard and Norwin Percussion.

### **Parent Liaison**

The Parent Liaison Committee consists of Parent Liaisons representing each section of the band. These Parent Captains are responsible for coordinating section meetings prior to each band season in order to provide information to all parents about the upcoming year. These meetings will address questions and concerns that parents may have, as well as encouraging involvement in the Band Aides organization.

### **Parent Transportation**

This committee provides a means to obtain tickets, provides transportation options and hotel accommodations for the Band Aides for away events. Information regarding any event will be found on the website and in the BandNotes. Directions to local competitions will also be made available in the BandNotes and on the band website.

### **Publicity**

The purpose of this committee is to make the public aware of the band's local and away performances and accomplishments via newspapers, radio or TV. We also publicize various Band Aide fundraisers on message boards throughout the community.

### **Social Committee**

The social committee is responsible for providing refreshments after general Band Aides meetings and at special meetings that may be called for new parents groups, etc. The social committee also holds a

bake sale at the Norwin Band Festival, the craft show, and Winter Guard Shows. The Band Aides provide items for each of these bake sales.

#### **Student Points Account Manager**

The Student Points Account Manager maintains records of all student fundraiser accounts, including a breakdown of points earned for each fundraiser.

#### **Fair Share Coordinator**

The Fair Share Coordinator maintains a record of all student fair share accounts, collects and records payments, and balances due.

#### **Student Transportation**

This position is held by a member of the band's executive staff who is also a member of the Band Aides. This committee is responsible for handling arrangements when the band travels both locally and out of state. Bus, sleeping accommodations, eating arrangements, and logistics for the students are all a part of this committee. It is subject to the direct input and approval of the Band Director.

#### **Webmaster**

The webmaster(s) maintain the [www.norwinband.net](http://www.norwinband.net) website and update the website as needed with current information.

### **23.4 Fundraising Committees**

Fundraising is a necessary ingredient to the success of the Norwin Band, and is a year-round activity. The fundraisers provide revenue to the band in addition to what is provided by the Norwin School District to help cover the additional costs to the band. The Band Aides raise money to cover the following types of costs:

- General operating expenses of the band – the purchase of instruments, equipment, music, clinicians, extra uniform parts, filing cabinets and folders, flags, rifles, competition registration fees, music stands, chairs, copy machine expenses, paper, computer software, general office supplies, etc.
- Uniform - cleaning, maintenance, replacement fund, parts replacement, guard uniforms
- Marching Band/Winter Guard Season – drill design, music arrangements, and clinicians during the summer and fall, music copies, pencils, drill chart copies for teaching, and sheet copying for all students.
- Bus transportation for out-of-state competitions.
- Concert Band Season - guest conductors, master-classes conducted by specialists for each instrument, equipment rental for rehearsals, recital expenses, catered meals, and new music.
- Meals for the students while on trips and overnight lodging costs if needed.
- Any extracurricular entertainment as planned by the Band Directors.
- Annual Band Banquet.
- Additional staff fees such as visual techs, music techs, and color guard techs.

Without the support of all parents in the fundraising programs, the Norwin Band Aides would have difficulty supplementing the Norwin Band operating budget. Parents are expected to volunteer and assist with any of the committees detailed in this section. Some of the programs are held year round and some are seasonal. Participation in the fund-raising opportunities can provide for an alternative out-of-pocket funding solution that will more than meet the annual Student Fair Share Obligation needed to fund the year's band/guard activities.

#### **Concession Stand**

The Band Aides are under contract with the Norwin School District to operate the stadium concession stand at all of the fall sports events held at the stadium, including but not limited to Friday night football games, JV football games, girls and boys soccer games, girls field hockey, freshman and middle school football, fall sports playoff games and other sports events, and the annual Norwin Band Festival. The band concession stand also provides service at other events, including Winter Guard shows, the Craft

Show and outside at the Car Cruise. Revenues from the concession stands are a very important contribution to the band yearly budget. Volunteers provide the level of parent support that has enabled us to provide first class service in the concession stand to our Community. The success of this fundraising effort depends on each family's participation. Each family is expected to volunteer time in manning the concession stand for the stadium fall sports events and inside at the craft show and winter guard events.

### **Norwin Band Festival**

The Festival co-chair works closely with the Festival Chairperson. Together they plan the Norwin Band Festival. The co-chair works on the program book by coordinating with the program advertisement chairperson, the layout chairperson, and the printer. When any event is hosted by the Norwin Band, all parents are asked to assist in some way. There are many ways to help with the event, even if you are unable to assist that day.

### **Winter Guard Shows**

Norwin usually hosts 2 winter guard events annually TRWEA (Three Rivers Winter Ensemble Association) and WGI (World Guard International). The Winter Guard Shows usually draw very big crowds and provide an outstanding opportunity for the band to grow their fundraising efforts with the concession stand and selling of event promotional items.

### **Hoagies**

This committee is responsible for coordinating the orders for the hoagies sold by the band parents on a monthly basis. Orders are placed with hoagie chairpersons via a band hoagie e-mail and special order form on the dates listed on the band website calendar. The hoagies are delivered to the Circleville Fire Hall on the dates listed on the band website calendar where they are sorted and held for pick-up for those who ordered them. .

### **Car Wash Marathon**

A car wash marathon is held on a scheduled Saturday in July at three locations within the Norwin School District. Vehicles are washed by the band/guard students. The car wash is free to all customers, but donations are cheerfully accepted! The band student body is divided into three work units, one at each car wash location. Band parents are also recruited to oversee each site. Band hoagies are also sold at each location.

### **Car Cruise**

A Car Cruise is held each spring on the Norwin School's Campus. Cars are judged at the event, the concession stand is set-up and various fundraising raffle items are provided.

### **Craft Show**

A craft show is held at the High School every November as a general fund raising event for the whole band/guard.. Band students assist in the setting-up and taking-down of the tables and assist the crafters by both bringing in and taking out their wares before and after the event. The concession stand is also operated.

### **Development**

This committee increases / starts development ideas as an alternative to fundraising.

### **Sarris Candy**

Sarris Candy is a candy fundraiser that is sold at Christmas and Easter. Ordering and pick-up dates are established and announced each year for each holiday season.

### **Parking**

The Band Aides provide parking assistance for several activities as a general band fundraiser. The Band Aides receive a stipend from the Norwin Athletic Department for coordinating parking at home football games. We also receive a stipend from the Norwin School District for assistance with graduation parking and other school related events as requested; and, the Jacktown Ride & Hunt Club provides a stipend for parking assistance at their summer picnic.

**NOTE:** Any monies needed to support the Band Aides and the organizing of any event, must be approved via a Fundraising Event Application, submitted to the Band Aides Board for approval before any arrangements can be established for a fundraiser. Any personal monies spent prior to Board approval or in excess of approved fund amounts will NOT be reimbursed by the Norwin Band Aides – NO EXCEPTIONS!

## **24 Student Fair Share Obligation**

Participation in the Norwin Band Program, as with other school activities, does require an activity fee which for the Norwin Band is called “Fair Share”. Norwin Band’s fair share obligation is determined annually by the elected Band Aides Board and Band Director and adopted by the Organization. The “Fair Share” amount is based on the Organization’s operating budget, including, but not limited to out-of-state travel expenses. Fair Share payments can be made via cash, check, and can also be made online via the Band Aides website using the PayPal link. All students, regardless of the number per family or fee exempt status, will be responsible for the cash-equivalent portion of fees. Please see the Points System Guidelines for a current schedule of the “Points” system used to help meet the Student Fair Share Obligations. Also, please note that any checks returned for “insufficient funds” will result in a charge back fee equal to the charge from the bank. Fairshare obligations for 2021-22 will be: \$645-returning members, \$545-freshman.

## **25. Norwin Band Alumni Association**

The Norwin Band Alumni Association provides a resource for music scholarships, alumni events, maintaining acquaintances with alumni of the Norwin Band and other useful information. Their website is found at: [www.norwinbandalumni.com](http://www.norwinbandalumni.com).

## **26. Conclusion**

In conclusion, please remember that YOUR participation as a band parent/guardian is very important! Your level of participation, no matter how much or how little, is greatly appreciated and provides the support necessary to allow your child to have a positive and life changing musical experience! Remember...

**Everything We Do ... Is For Our Kids!**

**And Nobody Does It Better!**

**Addendum A**  
**Norwin Band Aides**  
**Point System Guidelines July 2014**

1. The Norwin Band Aides (NBA) point system is for the purpose of encouraging participation in NBA fundraising activities to benefit the Band and Color guard. These fundraising activities enable our Band and Color guard students to participate in local, regional, and national band events that help build the character of our students and have established the Norwin Band as a first class band program.
2. Points are awarded based upon household participation in approved sales-based fundraising activities. Points are then used to help offset student fair-share contributions to support the band. A student receives one-half (1/2) point for each one (1) dollar of fundraising profit earned for the band (referred to as the 50% level) from that student's household participation in fundraisers such as:
  - A. Hoagies
  - B. Sarris Candy
  - C. Other family fundraisers as approved by the Board
3. Some selected fundraising opportunities may be designated higher than the 50% level. This designation is subject to an annual assessment by a Finance Committee and Board approval.
4. The Point System Manager tracks points awarded to all participating student members as reported to the Points Manager by the respective fundraiser chairperson. This position is independent from the position of Treasurer. The Point System Manager has the following responsibilities:
  - A. Maintain an active list of participating band members and updates the point totals for each band student on an on-going basis based upon timely input from the applicable fundraising Chairs.
  - B. Provide a monthly report of point totals to the Board, including the total as a liability on the Treasurer's report.
  - C. Update the students' point totals based upon periodic application of points to reduce fair-share contributions to the band.
5. Households that have more than one child in the Band/Color guard receive an extra 25% per additional child (who is currently in the band/color guard). For example, a household with two (2) students in the Band/Color guard would be eligible to receive three-quarter (3/4) points per one (1) dollar profit at the 50% + 25% = 75% level. For three (3) students, one (1) point per one (1) dollar profit at the 50% + 25% + 25% = 100% level. No household can ever be awarded points higher than the 100% level.
6. Points may be awarded for a Norwin Middle School student who is not yet enrolled in the high school band but is planning to do so when reaching high school. These points are awarded at the 50% level. Middle School students who are not yet enrolled in the High School band do not qualify a household for the multiple student incentive (paragraph 5).

7. Households with a parent/guardian holding a Norwin Band Aide leadership position are eligible to be awarded higher point levels during the year of said leadership duties, in accordance with the following:

A. Board Members (includes committee chairs) - 75% B.  
Special Event Chairs – 75% level

Households holding leadership duties are also eligible for the multiple student incentive. Households cannot receive more than one leadership incentive in a given year.

The Band Aides Board of Directors reserves the right to revoke the leadership incentive and awarded points due to non-performance of leadership duties. This right shall be at the sole discretion of the Board of Directors and subject to approval by Board vote in accordance with the Bylaws of the Norwin Band Aides.

8. Unused points will be either: (1) maintained for the student for the next applicable fair-share year, (2) transferred upon request to a student who resides in the same household, or (3) be transferred into the band general fund budget.

9. Upon student graduation, move, dismissal or otherwise leaving the Band/Color guard, point tracking for said student will be discontinued.

10. Awarded points are not transferable to another student except to another student in the same household.

11. Points may be pre-designated to be awarded to any Band/Color guard student upon request, but only before or at the time the points are awarded.

**Addendum B**  
**Norwin Band Aides**  
**Concession Stand Work Plan Guidelines**

## **Introduction**

The Concession Stand (CS) Committee is the largest revenue producing activity for the Norwin Band Aides (NBA). The CS provides the largest revenue per year for the Band Aides with the majority of the revenue generated coming from operating the stadium concession stand for the fall sports that is located on the press box side of the Norwin High School stadium. The stadium CS is a contracted event with the Norwin School District. If the Band Aides cannot fulfill the CS stadium contract requirements, the Band Aides will lose the contract and the revenue benefits it provides the group and our band/guard students. Other revenue producing events under the CS committee include the band's Fall Festival, Fall Craft Show, Winter guard hosted events at the cafeteria concession stand, car cruise and other events as needed.

This Plan provides for the sharing of the CS work accountability across all members of the Band Aides. These Band Aide members include both current members, who are the parents of our current band/guard students, and alumni members. With all band/guard members benefiting from the revenue that the CS generates, it is only fitting that all members should share in its operation and success.

### **CS Plan Objective:**

- Objective: Provide rules and guidelines for members to equally share staffing and work responsibilities for a successful CS operation. NOTE – The actual management of the CS remains under the direction of the CS Chairperson.

### **The Plan Guidelines:**

- All Band Aide members will be contacted by their section parent liaisons and asked to work at weekly fall sports CS events. A sign-up sheet will be available for each fall sporting event. Each fall sporting event will require a limited number of work slots to be filled on a first-come first-serve basis via the event sign-up sheet. Once a CS fall sport event sign-up sheet is full, no additional members can sign-up to work to receive event point credit. It is desired that no Senior NBA parents work the Senior night football game that honors the senior students and their parents.
- Each member family is expected to work a minimum of four fall sporting events and one home football game as per event schedule at the stadium CS.
- The Fall Band Festival, Fall Craft Show, Winter guard, car cruise events do NOT count as an event toward time worked at the stadium CS. These are one-day special events dedicated to the general band fundraising. Members will sign up for the CS and other job responsibilities for these events as they occur. Work in the CS for the one-day general band events will be scheduled on a three to four hour rotating basis for all to participate.
- Students (high school age or older) are welcome to work after school events in the CS as needed and scheduled. Student's CS work hours are eligible towards a family's work credit. Student work hours may also count toward a student's service hour requirements if needed. Students are not permitted to handle money or be CS cashiers.

## **The Plan Work Credit for Student Points:**

- Parents/guardians and students who work at the stadium CS at a fall sporting event will receive 10 points for each sporting event and/or Friday football shift (prep to half-time and half-time to end of clean-up) worked. For each eligible CS event/shift worked, 10 points will be deposited into the band/guard student's points account to be used for contribution to their Fair Share obligation. A parent/guardian and/or student can work an unlimited number of CS events and earn 10 points for each event and/or as long as an open work slot is available on the sign-up schedule for the CS sporting event.
- Members with multiple students and/or in Winter guard/floor crew are encouraged to work additional events to receive additional points toward their points account for their multiple students and/or for the Winter guard/floor crew season.
- Members who declare financial hardship are also expected and encouraged to work to contribute to their students points account to contribute to their Fair Share obligation.
- Members must work the complete event from prep to finish to be eligible to receive their 10 points for the event. A sign-up sheet with the names of those scheduled to work the CS fall sporting event will be provided for each event. Members are required to sign the schedule sign-in sheet upon arrival at the CS with final approval by the event CS leader that the member worked the complete event to receive their 10 points in their points account. It is the responsibility of the member to make sure that they sign-in. It is not the responsibility of the CS Leader.

## **Conclusion:**

- This is all for OUR kids and everybody's contribution helps! Be part of the TEAM!
- Plan subject to change as needed for improvement. Suggestions welcome!

## Addendum C

### Norwin Band Aides NORWIN MARCHING BAND UNIFORM RULES AND REGULATIONS

It is the students' responsibility to maintain the cleanliness and excellent condition of their uniforms.

Remember you are representing Norwin School District when in uniform and you are to wear your uniform with **PRIDE AND RESPECT!**

- The uniform managers will be checking your uniform to make sure it is on the hanger correctly before it is put on the rack. For the pants, line up the creases, fold them in half and pant legs go in front. Remember this saying "**Feet in Front, Bib in Back**". Overlay is hung with the zipper in the back. Front of the hanger is where your name sticker is located.
- Gauntlets are to be kept in the mesh bag that is provided for you and hung on the hanger with the , inside the uniform front.
- Hats are to be kept in their box and plumes in their tubes in their designated areas.
- NO face make up is to be worn when in uniform. Mascara and eyeliner in moderation is permitted. Damage due to make-up use will incur an immediate \$20 cleaning fee, and if appropriate, a \$350 uniform replacement fee.
- NO hairspray is to be sprayed while in uniform. The uniform manufacture informed us that hairspray will damage the uniform. Spray your hair at home before getting dressed.
- **Section leaders will perform an inspection of your appearance before each performance.**  
**There are fines for not following the Uniform Rules!**  
**A 25 cent Fine will be given for infractions (ex. Make up = fine)**
- DO NOT LAUNDER YOUR UNIFORM YOURSELF. There are specific guidelines to follow and the uniform committee will handle the cleaning. If your uniform gets a stain or mark please let the uniform managers know so we can take care of it.
- Treat your uniform with care and respect. Our new uniforms cost more than \$350 a piece and our school district was generous enough to provide us with new uniforms and we need to take care of them.
- A white T shirt and dark (navy or black) form fitting shorts (NO BASKETBALL SHORTS) are to be worn under your uniform. This helps prevent body odor and skin oils from being transferred to the uniform.
- NO EATING OR DRINKING WHILE IN UNIFORM. After a performance you will be given water and only water is to be consumed while in uniform.
- Be very careful with the mirrors. Be aware of how you are carrying the uniform when it is not on your body.
- ALL UNIFORMS MUST BE IN A GARMENT BAG TO LEAVE THE BUILDING. NO SHOES ARE TO BE PUT IN THE GARMENT BAG. GARMENT BAGS ARE TO HAVE STUDENT'S NAME ON THEM SO IT IS VISIBLE TO THE STUDENTS AND STAFF.
- Multiple infractions of the uniform rules will be subject to a cleaning fee of \$20 and/or a replacement fee of \$500.00. Wearing the uniform is a privilege and the uniforms must be treated with respect.
- See the uniform managers for your white gloves.

Your 2022-23 Uniform Managers are:

Kayla Lovell  
Logan McGarey  
Lucas Mordaunt  
Gabriella Zimmerman

**PLEASE READ THE RULES AND REGULATIONS OF UNIFORM USE AND CARE. STUDENTS AND PARENTS/GUARDIAN ARE TO SIGN THE HANDBOOK SIGNATURE PAGE TO ACKNOWLEDGE THEY ARE AWARE OF THE UNIFORM CARE AND USE RULES AND REGULATIONS.**

If there is no Handbook signature page on file, the student may not be in uniform for the preview show

## **Norwin Band 2022-23 Travel Schedule**

Included on this page is the tentative travel schedule for the 2022-23 Norwin Marching Band and Colorguard. Events and times are tentative and subject to change. Final itineraries for all trips will be posted no less than two weeks in advance of each event. Please review the dates and times carefully. Students are expected to be in attendance at all events. Your signature on page 28 constitutes permission for your student to attend all events listed on this page. (Note: This list does not include Home Football Games or the Norwin Band Festival. Please check the calendar for dates and times of these events, and for rehearsal times for all events.)

### **August**

**Thursday, August 11<sup>th</sup>** – Kennywood Fall Fantasy Parade, 10:30am-8:30pm

### **September**

**Saturday, September 10<sup>th</sup>** – PIMBA Competition @ Kiski Area High School, Times TBD

**Saturday, September 24<sup>th</sup>** – PIMBA Competition @ Yough High School, Times TBD

Friday , September 30<sup>th</sup> – Football @ Penn-Trafford HS

### **October**

**Saturday, October 9<sup>th</sup>** – Homecoming Parade, Irwin PA, Times TBD

**Saturday, October 15<sup>th</sup>** – PIMBA Competition @ Gateway HS, Times TBD

**Friday-Sunday, October 28<sup>th</sup>-30<sup>th</sup>** – BOA New Jersey Regional @ Rutgers University, NJ

- Departure – 3:00pm on Friday, October 28th
- Return – 4:00pm on Sunday, October 30th

# **Norwin High School**

## **Band Student & Parent/Guardian Handbook**

### **Signature Page**

Please detach this page, sign and return to Mr. Daniels.

We acknowledge that we have read, understand and will abide by the rules and regulations governing the Norwin High School Band. Additionally, I understand that my signature as a parent/guardian constitutes permission for my student(s) to travel to events with the band, with designated staff and chaperones per Norwin School District policy, as listed on page 27 of this handbook.

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Student Signature

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Print Student Name

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Parent/Guardian Signature

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Print Parent/Guardian Name

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Mr. Tim Daniels  
Director of Bands

Mr. Michael Choby  
Principal – Norwin HS