

Dear Students and Parents,

The Viking Marching Band will start out the school year with an enrolment of 210 students and very high expectations. We have many exciting activities that involve a lot of work and organization and there are several details to keep track of. Therefore, we have compiled this handbook of rules, schedules, and miscellaneous information necessary to keep you informed for this year's activities.

The key to success in the Seaman Band program involves teamwork and taking pride in everything we do. Success is not merely defined by top ratings at music festivals, but by the dedication and effort to accomplish the musical goals we set out to achieve each day. Each year students from this band have proudly represented our community in District Band, State Band, District Jazz Band, State Jazz Band, Topeka Youth Wind Ensemble, Topeka Youth Jazz Ensemble, and Solos and Small Ensembles at the district and state levels. The Band travels to multiple locations in Kansas for music festivals every year and occasionally honored to be chosen to perform at the KMEA Conference in Wichita.

We ask that parents and band members visit [seamanvikingbands.com](http://seamanvikingbands.com) to complete and submit the 2016-2017 "Band Contract". This on-line form is due no later than Friday, August 19th. Failure to submit by August 19th will result in a 0 for this assignment without the possibility of making the grade up.

Senior students are encouraged to use our staff as a resource when seeking information about colleges and musical scholarships. It is in the student's best interest to start thinking about preparing for auditions and making contacts with universities they are interested in attending. This process is made easier if the senior enrolls in the "College Prep Music" course offered in the Spring Semester.

Thank you for your support and please feel free to contact us at any time!

Your friendly band directors,  
Cary Stahly, Anna Kennedy, & Emory Dease

Band Office: 785-286-8300 x. 313

## **Band Staff**

Please feel free to contact any of us. The numbers listed are our cell phones.

Cary Stahly	Director of Bands	785-224-3843	<a href="mailto:cstahly@usd345.com">cstahly@usd345.com</a>
Anna Kennedy	Assistant Director	913-530-8263	<a href="mailto:akennedy@usd345.com">akennedy@usd345.com</a>
Emory Dease	Director of Percussion	913-530-2932	<a href="mailto:edease@usd345.com">edease@usd345.com</a>
Anna Reb	Leadership Director	785-221-1061	<a href="mailto:areb@usd345.com">areb@usd345.com</a>
David Liston	Front Line Instructor	785-393-0058	<a href="mailto:david.liston17@gmail.com">david.liston17@gmail.com</a>
Sarah Brinkley	Color Guard Coach	913-424-3105	<a href="mailto:sbrinkley@usd345.com">sbrinkley@usd345.com</a>
Josie Dease	Dance Team Coach	785-221-4162	<a href="mailto:jdease@usd345.com">jdease@usd345.com</a>

## **Seaman Viking Band Web Site**

Designed and maintained by Dewayne Christensen.

For updated information about the Band's schedule, to view and submit on-line forms, and to view and order pictures, visit us at [www.seamanvikingbands.com](http://www.seamanvikingbands.com).

## **CHARMS**

We are in our second year of using the CHARMS Office Assistant. CHARMS is where you are able to keep personal information up-to-date, view and print our calendar of events, view your banking account statement, order merchandise from our on-line store, pay for trips using PayPal, and tons of other extraordinary things. Visit [www.charmsoffice.com](http://www.charmsoffice.com) and enter SeamanHSBand for the school code.

Students have been given a unique alphanumeric code to gain entrance into their own personalized account on CHARMS. There is an option to change your password to something different. If at any time you have forgotten your password, please contact Mrs. Kennedy and she can have it reset to the original alphanumeric code.

CHARMS will be our only vehicle to send our "weekly band updates." It is imperative that each adult that would like to be included in those emails have been added to their student's profile. Once your student has either graduated, moved, or is no longer part of the program, your information will be deleted without the need to unsubscribe.

## **Band Fundraising Accounts**

- Each student has his or her own individual fundraising account through the Viking Band available to be viewed on CHARMS. To pay a fee or make a deposit, all checks should be payable to the Seaman Bank and given to Mrs Kennedy. The second, and least preferred option, is depositing to the SHS Bank. If money has been deposited directly to the bank, Mrs Kennedy must receive the yellow receipt. This is the only way we know if they made a deposit. Please be sure your payment to the Seaman Bank gets posted to the "Viking Band" account.
- **The band department maintains students' accounts, not actual cash or checks.**
- Each student's account balance is transferred over to the next school year including any delinquencies. At this point of time the student's participation cost is taken out of the account (see band fees).
- At no point can refunds be made from a fundraising account or money used for other activities or school fees. Upon non-participation in the band or graduation, money can be transferred to other student's band accounts or used as a donation if requested.

## **Marching Apparel**

- Uniforms will be checked out to students during camp. Some 9th grade students and those not attending camp will finish checking out uniforms the first few weeks of school.
- If the uniform becomes dirty during the course of the year, it is the responsibility of the student to make sure it is clean (dry cleaned only) for the next performance. There are snaps on the inside of the pant legs for length adjustment.
- **Pants are checked at each performance – do not let them drag on the ground!**
- A \$10 mandatory cleaning fee is charged at enrollment.
  
- Each member of the band must have a pair of black marching gloves, black marching shoes, black marching shorts, and a band t-shirt, all of which are available for purchase on the CHARMS on-line store.
- Band show shirts will be worn under the uniform at all **performances** and for **Pep Band**.

## **Band Fees: All accounts must be level by Friday, September 2<sup>nd</sup>**

**(\$5 fee for each band period account is not level will apply unless prior contact is made.)**

- Instrument rental
  - o Any student playing a school instrument is required to fill out and have a parent/guardian sign our rental form. The agreement states you will have the instrument cleaned professionally by a local music store when the student turns in the instrument after his or her year(s) using that instrument. The student is also responsible for any repairs to the instrument that was not noted when it was first checked out.
  - o This form is due by August 19<sup>th</sup>  
*\*Mr. Dease is the director to contact for instrument needs.*
  
- Participation deposit for all band members
  - o This fund pays for emergency equipment, marching supplies and show accessories, many school instrument repairs, and fees that are not covered by the band budget.

### **Summary of financial obligations:**

- \$30 – Marching Camp Fee (different from the yearly participation cost)
- \$20 – Band and Drill Team participation cost
- \$30 – Color Guard participation cost
- \$40 – Percussion participation cost
- \$10 – Marching Show Shirt
- \$15 – Black marching shorts
- \$5 – Black marching gloves (yearly for all wind/brass players)
- \$35 – Black marching shoes (required for first year members, optional for returners)
- Guard & Drill Team – variable cost for uniforms and equipment

The participation fee must be paid via the student's fundraising account, cash, or check made out to Seaman Bank and given to Mrs. Kennedy. **PayPal is not available for the participation fee payment.**

Items such as the gloves, marching shoes, and apparel are available for purchase through our CHARMS On-line Store. Visit your CHARMS account and click on the shopping cart to place your orders.

When placing a CHARMS order, there are options available to either be billed for your purchase or utilize the PayPal option. There isn't an option to use both at the same time. So, if you have \$100 credit in your fundraising account and your apparel order is \$125, you can't be billed for \$100 and use PayPal for the remaining \$25. You must use the Bill & Print option and pay cash/check for the remaining amount or make a separate general deposit into the student's account to be transferred to the store balance. Or, you can submit 2 separate orders, one that will be billed, and the other that you can pay for using PayPal.

## **Clothing, marching shoes, and glove orders must be paid in full by September 2nd.**

**Failure to pay in full by this date will result in your order being cancelled. Please understand we work on a schedule and must pay at the time of our order.**

**Students without the proper equipment will not be allowed to perform.**

### **Performances**

- For 2016-17, we are scheduled for: five band concerts, two parades, four half-time shows, three marching band contests, and one state band festival. **It is imperative that all members of the Band attend all performances,** as this is a performance-based class. An unexcused absence from a performance automatically results in a reduction of the "Performance Grade" on the current nine weeks report. An Absence Form signed by both parent and student must be submitted to a director **two weeks prior** for the absence to be excused. Extenuating circumstances will be reviewed on a case-by-case basis.

\*\*Tuesday night rehearsals are an integral part of the class as we are a competitive Band. We need extra time on the playing field outside school hours and need to get used to performing at night under the lights. These rehearsals are a large part of their grade.

## **Grades**

Band is a performance-based class. The student will be held accountable for attendance at rehearsals, performances, adequate performance level on their instrument, as well as their behavior and attitude while at those events.

- 40% of the grade is based on Daily Participation (attitude, preparation of assigned material, play tests, etc.)
- 60% of the grade is based on Performance (attendance at concerts, contests, and all rehearsals)
- Memorization tests will be completed on designated Tuesday nights by the Music Section Leader. If any student is not happy with the % of memorization given, they can set up a morning time to play for Mr. Stahly or Mrs. Kennedy.

***\*Mrs. Kennedy is the director to contact for questions regarding grades.***

## **Schedules**

- Please review the fall, Pep Band, and spring performance schedules. We suggest providing a copy for your student's employer. The majority of the dates on the schedule are set, however, the dates of certain events may change due to unforeseen circumstances.
- When there is more information available, a more detailed schedule of marching festivals and times will be sent home with the student and available on our website.
- Jazz Ensemble members will receive the jazz performance schedule during class.

\*\*The schedule is updated regularly for the students on the board in the band room each week, is visible on the CHARMS calendar, and can also be found on [seamanvikingbands.com](http://seamanvikingbands.com) – due to weather, dates and times are subject to change.

\*\*If it is raining, still come to the performances or rehearsals. We can practice inside!

## **Band Booster Club**

**Who:** anyone wanting to support the band students and the program

**What:** organized group composed of parents for the purpose of supporting the band by sponsoring and financing band activities and by funding transportation for an out of state band trip every other year.

**Where:** Seaman High School Band Room

**When:** 7 p.m. the first Thursday of every month during the academic school year  
First meeting – August 18

## **2016-2017 Officers**

Our department is fortunate to have this group of parents for officers. Any one of them would be happy to answer your questions or let you know how to help the cause:

President - Vicky Smith	<a href="mailto:terry-vickysmith@cox.net">terry-vickysmith@cox.net</a>
Vice President - April Bilby	<a href="mailto:jbilby2@cox.net">jbilby2@cox.net</a>
Secretary - Patti Biggs	<a href="mailto:biggs.patti@gmail.com">biggs.patti@gmail.com</a>
Treasurer - Danette Meinholdt	<a href="mailto:soccermom3259@gmail.com">soccermom3259@gmail.com</a>