

Dear Band Members, Color Guard and Parents:

You are receiving the following packet of information because you have signed up for Caledonia High School Band (including Color Guard). It is a great honor for me to welcome you to this prestigious group for the upcoming school year.

Enclosed you will find all the information that you need for the Caledonia Fighting Scots Marching Band program including information about Band, Band Camp, payments and other important details. Please take a few moments with your student and familiarize yourself with this information.

We communicate with parents and students in many ways including e-mails from CHARMS, our Facebook page, Twitter, Remind101 and Google Classroom. Information is also posted on the board in the band room. Visit our website at **[caledoniabands.com](http://caledoniabands.com)** to connect with us and find information about our fundraising efforts for the boosters and individual student accounts on the website.

If you have further questions or concerns, please stop by the CHS Band Office or send me an e-mail.

It is a great honor to be musically yours,

Kyle Wellfare  
Director of Bands  
Caledonia High School  
E-mail: [wellfarek@calschools.org](mailto:wellfarek@calschools.org)

Caledonia High School

# MARCHING BAND HANDBOOK 2018–2019

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# Introduction

We continue to see tremendous musical growth in our band and color guard program (otherwise just known as "Band" or "Marching Band"). Many students dedicate their time and energies to seeing that our Band becomes the pride of Caledonia and the State of Michigan. I cannot express how excited I am for the coming school year. We have already begun to plan for next year's show, which we perform at home football games, area festivals, MSBOA district festival, invitational and competitions. **Practice and preparation are the two most important factors in obtaining the skills needed to perform well.**

Our preparation begins in the summer with Pre-Band and Band Camp, two week-long opportunities for us to polish our skills and learn the show. At no other time during the season will we have so many rehearsals in such a short time span. **The success of Pre-Band and Band Camp foretells the success of the Band for the entire year.**

For those of you who are new members of the Band, Pre-Band and Band Camp also provide us the opportunity to get to know one another. We work hard at learning our show and being a great band but we also have fun and become a caring responsible group of musicians. At Band Camp, Lincoln Lake Camp has many activities for students to enjoy during their free time such as sports, swimming, and games. We also have a variety of group activities to help us all grow as leaders and band members.

Band Camp cost is \$325.00 payable by cash/check (in installments or in one payment) or credit cards (accepted through CHARMS for the entire amount only). Please **make checks to Caledonia Bands**. Submit payment in the white lock box in the CHS Band Room (please place in an envelope with your student's name) or mail to Caledonia Bands, PO Box 501, Caledonia MI 49316.

## Important reminders regarding camp this year:

- A **non-refundable down payment of \$25 is due on May 20** with the Band Registration Form.
- Students who wish to pay in installments will submit the remainder of the camp fee due June 1, July 2 and July 16.
- **If a student needs financial assistance to pay for Band Camp, instrument or color guard fees**, they must notify Mr. Wellfare to apply for Family Assistance. All information is confidential. These funds are limited but available to students with a documented financial need. Fundraising options are also available to help off-set costs. Please do not just skip payments. Be sure to speak up so we can be sure every student is covered.
- Each student and their parents must attend a mandatory Pre-Band Camp meeting on **Thursday, July 19, 2016 at 7 pm** in the CHS FAC. Last minute notes for camp will be provided at this short meeting.
- This fee is strictly for band camp and related costs. Additional fees may be charged for other activities (such as color guard, instrument fees or festival costs). Information to come.

# Pre-Band Camp

Marching Band season begins with Pre-Band Camp—the week prior to Band Camp. Pre-Band Camp runs Monday–Thursday at the Caledonia High School Band Room and practice field. This 4-day period gives band students the chance to get acquainted with peers and their sections, begin learning the music and drills and be fitted for uniforms. Students should make every effort to be present for Pre-Band Camp as we learn a lot of our music and drills that week and use our time at Band Camp finessing the marching show as a whole. See the CHARMS calendar for specific practice dates & times.

- Date/Time:** July 16–19, 2018 RTP 9:00am – 1:00pm
- Location:** Caledonia High School Band Room
- Uniform/Supplies:** Shorts, t-shirt and comfortable shoes. Do not wear new shoes, flip-flops or shoes that you cannot walk or stand in for hours. Sunscreen. Water bottle (refills provided) and snack if needed.

# Band Camp

**Band Camp is a required activity for all students participating in the Caledonia High School Marching Band Program.** Students return from camp having learned necessary marching band skills and a major portion of the fall marching program. Students can expect to work hard at Band Camp but there is also time for fun and recreation.

For the safety of all involved, students and parents must follow our strict camp routine from check-in until the day of return. Requests to come late or leave early conflict with the successful operation of the camp and can put a section behind. A part has been written into the show specifically for your student. Absences literally leave a hole in that part of the program so every effort should be made by students and parents to make it a priority to be there. **The band requirement is for the entire camp week.**

Band Camp takes place at Lincoln Lake Camp in Gowen, Michigan. Students will check in at CHS on Sunday and ride a bus. Parents' Night is Thursday evening at 7pm. Parents can tour the camp, watch the band perform their show and gather afterwards for an ice cream social.

Band Camp is a positive, traditional, and **required** aspect of the Caledonia High School Marching Band. *Therefore, no student will be turned away because of a difficulty to pay. Financial assistance is available for those cases of real and verifiable need.* Please contact the Band Director for more information.

- Date/Time:** July 22–27, 2018
- Location:** Lincoln Lake Camp, Gowen, MI
- Uniform/Supplies:** Comfortable shorts, tops and shoes. We will spend time a lot of time warming up our bodies and playing. Do not wear anything overly constricting or difficult to maneuver in. Do not wear new shoes, flip-flops or other shoes you cannot stand in for hours.
- Cost:** \$325.00 per person (limited financial assistance available)

# Fundraising/Boosters

The Caledonia Band Boosters is a parent organization dedicated to providing additional needed funds for the Caledonia Bands and its students. The school provides a very low amount of money per student that doesn't begin to off-set the total costs. All Band & Color Guard Parents (6<sup>th</sup>–12<sup>th</sup> Grade) are a part of the Caledonia Band Boosters. There is no need to register and no fee.

The Caledonia Band Boosters meets monthly to discuss the fundraising needs for the entire program, generally the second Tuesday of every month. Updated calendar information and copies of the meeting minutes are available at [caledoniabands.com/boosters](http://caledoniabands.com/boosters).

The Caledonia Band Boosters also offer a variety of individual fundraisers for students to raise money for Band Camp and other Marching Band costs. Please visit [caledoniabands.com/fundraisers](http://caledoniabands.com/fundraisers). Fundraising information is always shared through CHARMS and our Caledonia Bands Facebook page.

# Instruments

At the high school level, many students provide their own instrument either by purchasing or renting. The school has a limited number of instruments available for student use. Students using a school instrument must pay a \$50 yearly Instrument Fee to help with upkeep and repairs. This fee must be paid either prior to Band Camp or through CHARMS.

Each student should make sure that their instrument is in proper working condition before the start of Band Camp in July. Please contact Mr. Wellfare prior to or during Pre-Band Camp if you have questions regarding the condition of your instrument.

# Music

Music will be provided to you at Pre-Band Camp (or before). Music should be memorized completely by the end of summer vacation. Please check the e-mail listed in your CHARMS account as music may be e-mailed to students in advance.

# Health Forms & Permission Slips

All health forms and travel permission slips must be turned in prior to or during the pre-camp parent meeting. These forms are required for your student to travel with the band to camp and other competitions. ALL INFORMATION ON THESE FORMS IS KEPT CONFIDENTIAL. A medication form is included and required for all medication. Turn in your medication form with your medications at Band Camp check-in.

# Schedule/Rehearsals

Our website ([caledoniabands.com/calendar](http://caledoniabands.com/calendar)) is the best way to stay on track with general band schedules. Sections and Color Guard may have additional practices NOT listed on CHARMS. E-mails are also sent to each student and parent as listed in CHARMS. You can sync the calendar to your mobile/desktop device. Instructions are on the website.

It is essential to the success of the group that each student is **READY TO PLAY (RTP)** at the time listed on the calendar. If the event starts at 7:00 pm, **RTP** time will be prior to with time scheduled for rehearsals. Each student must schedule additional time to get there, retrieve your instrument, change

into uniforms, and have other necessary supplies so you are **RTP** on time. *RTP is not arrival time.* It is start time. **"Early is on time, and on time is late!"**

**Rehearsals After Band Camp:** Additional general band rehearsals are scheduled Monday mornings 9 am–1 pm starting 2 weeks after Band Camp. These rehearsals are important in completing the marching drills and bringing the show together before the first performance (typically before school starts). Parents and students should make it a priority for the student to make it to each Monday practice RTP by 9 am. Contact Mr. Wellfare with any questions. Color Guard may have additional practices as determined by the Color Guard coach.

Attendance is required at all performances and extra rehearsals. Only family emergencies will be excused (you certainly cannot plan for that). Every effort has been and will be made to help each student fulfill obligations to other school group activities but we cannot work around outside events such as travel teams since they are not school groups. Excuses for emergencies or illness will be treated as exceptions only at the discretion of the Band Director, Mr. Wellfare. Failure to bring one's cleaned and pressed uniform, instrument, or music will be treated as an unexcused absence.

## Uniforms

The Caledonia High School Marching Band has three uniforms. Students are responsible for keeping their uniforms clean and in good repair at all times. Please direct any uniform questions to the Uniform Room Coordinator(s).

### Marching Band Summer

Caledonia Band T-shirt, khaki shorts, white socks and tennis shoes.

### Marching Band Fall

**Bibs, Jacket, Sash, Shako, Plume,** Marching Shoes, Black Socks, Black Instrument Gloves and Caledonia Band T-Shirt. Bolded items are provided by the school and fitted to each student individually during Pre-Band Camp. Marching Shoes and Black Instrument Gloves are purchased through the Uniform Room at the time of uniform fittings. Students are to wear the summer t-shirt or a white t-shirt under their jacket and athletic shorts or pants under their bibbers. Black socks are to be mid-shin or taller (no anklets or short socks).

Some musicians, depending on their instrument, do not wear a Shako or Black Instrument Gloves. The Uniform Room Coordinator(s) or your Section Leader will let you know if you need to purchase gloves.

Students who do not have the proper uniform pieces at a performance will NOT participate in the performance. Sections leaders, staff, directors and uniform volunteers will inspect all students prior to a performance to assure that all uniform pieces are correct.

All marching bib, jacket, sash, shako and plume will be kept at the school. Prior to a performance, students will check out their uniform and change in the band room. After the performance, students will change back and carefully re-hang their bib, jacket and sash as well as store their gloves (if applicable) in the box with their shako. They will return their uniform pieces to the uniform room entrance where a volunteer band parent will inspect and return the uniform to its location in the uniform room.

In case of inclement weather, marching band jackets are checked out to students to wear over their uniform, unless stated differently by the Band Director, Mr. Wellfare. These jackets are not particularly

warm therefore students should plan to wear extra warm clothing under uniforms. Marching Band jackets are to be returned immediately after the performance.

Students are to be extra careful when in uniform to not stain or damage it. If anything happens to any pieces of the uniform (seams rip, dirt up legs or on jackets, snaps come off), please alert the Uniform Room when you return it so that it can be fixed. In some cases, a student may be responsible for extra cleaning efforts and/or replacement if all reasonable efforts have been exhausted.

Hairstyles for all musicians are above the jacket collar. Anything longer than the collar must be tucked into the shako (if applicable) secured with hair ties and/or bobby pins.

**Color Guard:** Color Guard will have a different uniform as dictated by the show each year. Information on cost, sizing and care to come. Limited financial aid is available for those who have a documented need but we encourage all color guard families to participate in fundraisers (especially Scrips or individual sales) to off-set costs.

### **Symphonic, Wind Ensemble and Freshman Winter Bands**

Concert uniforms consist of tuxedos for men and black 2-piece dress sets for women. These uniforms will also be fitted towards the end of Marching Band season. Concert uniforms must be hemmed by the parents and kept clean and in good repair at home. **NEW TO 2018:** There will be a \$20 fee collected in November for all Concert Bands to help cover uniforms, repairs and cleaning.

## **CHARMS**

CHARMS is a management tool that lets us keep in touch with you and your students concerning announcements, forms, finances and calendars. Students and parents can log in by visiting [charmsoffice.com/charms/parents](http://charmsoffice.com/charms/parents). Click the "parents/students/members" link under the "enter/log-in" menu. Enter the School Code "caledoniaband" to enter the public area. To access the student's private information, enter the student's area password (which is your student's Caledonia ID number... what they use for lunch).

You may pay for any band costs by credit card through CHARMS. Log into your student's individual account, go to the Finance section and follow instructions.

## **Standards and Expectations**

Members of the Caledonia High School Band are held to the highest musical and behavioral standards. Every student is expected to give 100% of their effort in all areas. All students will follow the rules and regulations stated in the Caledonia High School Student Handbook and those put in place by any location we visit such as the Lincoln Lake Camp. The CHS Bands have a reputation of respect and responsibility. We have a great group of students and parents who will make sure that we continue this fine tradition of excellence.

### **Band Camp Curfews**

All students will follow all rules regarding curfew and lights out at night and the rules regarding students in rooms. (no boys in girls' rooms and no girls in boys' rooms)

## Violation of Rules

Violation of any of the rules, those found in the CHS Handbook, or those stated by Lincoln Lake Camp may result in disciplinary action as stated in the CHS Handbook. Actions can lead up to and include parent notification of the event, and the parents arranging, at their expense, the immediate transportation home of their child. Failure to follow the rules may also jeopardize the students' future participation in the CHS Band Program, and depending on the infraction, notification of school or state authorities for further disciplinary action.

**BE PROUD OF YOUR HARD WORK! GO SCOTS!!!**

# Camp Itinerary

## Sunday

- |          |   |
|----------|---|
| 12:00 PM | Meet at the High School Band Room. Upon Arrival: Check in at desk, check in all medications and have luggage and instrument inspected |
| 12:30 PM | Begin loading all equipment, suitcases, and instruments. Each person is responsible for their own equipment.                          |
| 1:00 PM  | Depart for Lincoln Lake Camp in Gowen, MI.  |
| 2:00 PM  | Approximate time of arrival at Camp, unload   |
| 2:15 PM  | Free time to get rooms organized and learn camp layout  |
| 3:00 PM  | Sectional rehearsal your instruments  |
| 5:00 PM  | Supper  |
| 6:00 PM  | Be on the field with your instruments   |
| 9:00 PM  | Break and Planned Activities  |
| 11:00 PM | Curfew – Lights out (go to bed, you will need the rest)   |

## Monday-Wednesday

Schedules may be altered on a daily basis due to weather conditions, progress, etc.

- |          |  |
|----------|--|
| 7:00 AM  | Wake up (reveille), Clean Rooms  |
| 7:30 AM  | Breakfast, Clean Rooms   |
| 8:30 AM  | On the field with instruments, music, water bottles, etc   |
| 12:00 PM | Lunch  |
| 1:00 PM  | Sectionals/Music Rehearsal   |
| 3:00 PM  | Free Time until Dinner   |
| 5:00 PM  | Dinner   |
| 6:00 PM  | Musical or Field Rehearsal depending on needs of the day. After rehearsal, there is free time to practice and socialize. |

10:30 PM In Room  
11:00 PM Lights Out – GO TO SLEEP

### **Thursday**

7:00 AM Wake up (reveille), Clean Rooms  
7:30 AM Breakfast, Clean Rooms  
8:30 AM On the Field with instruments, music, water bottles, etc  
12:00 PM Lunch  
1:00 PM Sectionals, music rehearsal or on field  
3:30 PM Free Time until Dinner (progress in rehearsals will determine if free time starts at 3:30 or later)  
5:00 PM Dinner. Change into YOUR SUMMER BAND UNIFORM (band t-shirt, khaki shorts, white socks and tennis shoes)  
6:00 PM Musical or Field Rehearsal depending on needs of the day  
7:00 PM PARENT NIGHT! Show performance with music memorized.  
8:00 PM Our last night is reserved for special skits and casual entertainment. Now you can relax, you deserve it!

### **Friday**

7:00 AM Wake-up (reveille), clean rooms  
7:30 AM Breakfast, Clean rooms  
8:30 AM Load Trailer – Except for Instruments  
9:00 AM On the Field with instruments, music, water bottles, etc  
10:00 AM Load Instruments  
11:00 AM Load Busses – Return Home  
12:00 PM Arrive at CHS Band Room and get picked up

# What to Bring to Camp

(in ONE SUITCASE ONLY)

Khaki shorts for Thursday performance  
Tops and shorts (in breathable material)  
Swimsuit (Lincoln Lake Camp Rules state that girls' swimsuits must be one piece or 2-piece with a t-shirt over it)  
Undergarments  
Socks  
Tennis shoes (NO SANDALS ON FIELD)  
Additional shoes (for Showering/Swim)  
Rain gear and/or jacket  
Hat  
Towels (bath and swim)  
Personal toiletries: soap, shampoo, toothbrush/paste, deodorant, hair ties

Sleeping bag & pillow (pack in a clean trash bag for transporting... does not have to fit in suitcase)  
Sunglasses  
Fan  
Extension cords  
Sunscreen (IMPORTANT)  
Bug spray  
Alarm clock  
Extra reeds, valve oil, grease  
Pencils  
Music, lyres, flip folio  
Instrument (in good working condition)  
Water bottle to refill from Camp

Large water jugs, snacks and meal items will be provided by the camp. **Please alert us before Pre-Band Camp to any dietary restrictions so we can make accommodations, when possible.** Students may bring additional money to buy snacks at the camp during free time but will be responsible for their money's safe-keeping. Lincoln Lake Camp and Caledonia Bands will not be responsible for any theft, loss or damage caused to personal items or money.

# Caledonia Marching Band

## Uniforms Information

Each student will be asked if they need to order or replace marching shoes and gloves when they are fitted for their Marching Band uniform during Pre-Band Camp week. There is a limited supply of used shoes and gloves available for purchase on a first come, first serve basis. All purchases will be entered into the students CHARMS account for viewing and payment. Payment for uniform pieces will be due at that time and may be made by check, cash or credit card.

The following items are required as part of the uniform and to be paid in advance separately from the Band Camp payment.

### Marching Shoes

- Men sizes: 3-14, half sizes 3-11, wide 11-16
- Women sizes: 5-18, all half sizes, for wide order half size up
- \$38.00/pair

### Color Guard Shoes

- \$40.00/pair

### Gloves, Black (percussionists do not wear gloves)

- Size: XS, S, M, L, XL, XXL
- \$2.30/pair (2 pairs recommended)

If you would like to get a head-start on sizes for your student, you may enter them at any time on your CHARMS account including t-shirt size.

Color Guard may have additional uniform costs. See the Color Guard Director for details.

# Caledonia Marching Band

## Payment Coupons

Please cut off the appropriate pay strip and return it with your payment. You may pay ahead and in full at any time by check or credit card (through CHARMS).

If you require a different payment schedule, please contact the Band Boosters Treasurer to make arrangements. Information is available online at [caledoniabands.com/boosters](http://caledoniabands.com/boosters).

If you are unable to pay or need a reduced rate for the band costs, please fill out the Family Assistance Application and forward to the Band Boosters Treasurer.

<b>BAND CAMP</b> DEPOSIT PAYMENT	<b>BAND CAMP</b> PAYMENT #1	<b>BAND CAMP</b> PAYMENT #2	<b>BAND CAMP</b> FINAL PAYMENT
<b>Student's Name</b> _____ _____	<b>Student's Name</b> _____ _____	<b>Student's Name</b> _____ _____	<b>Student's Name</b> _____ _____
<b>amount</b> \$25.00	<b>amount</b> \$100.00	<b>amount</b> \$100.00	<b>amount</b> \$100.00
<b>balance</b> \$300.00	<b>balance</b> \$200.00	<b>balance</b> \$100.00	<b>balance</b> \$00.00
<b>due date</b> May 20	<b>due date</b> June 1	<b>due date</b> July 2	<b>due date</b> July 16
<b>today's date</b> _____	<b>today's date</b> _____	<b>today's date</b> _____	<b>today's date</b> _____

# Caledonia Marching Band

## **2018–19 Band Calendar**

REMEMBER: ALL PERFORMANCES/REHEARSALS ARE REQUIRED.

ALL PERFORMANCES AND EXTRA REHEARSALS ARE REQUIRED BECAUSE THEY ARE SO IMPORTANT TO THE SUCCESS OF YOUR BAND. ATHLETIC CONFLICTS HAVE BEEN RESOLVED – ANY UNFORESEEN ATHLETIC CONCERNS WILL BE ADDRESSED IMMEDIATELY. PLEASE MAKE SURE YOU HAVE TAKEN CARE OF PERSONAL CONFLICTS. YOU WILL NOT BE EXCUSED FROM ANY PERFORMANCE EXCEPT FOR EXTREME EMERGENCIES SUCH AS A DEATH IN THE FAMILY.

ABSENCE FROM ANY REHEARSAL OR PERFORMANCE NEGATIVELY IMPACTS THE PERFORMANCE OF THE BAND.

Please visit us online at  
**[caledoniabands.com/calendar](http://caledoniabands.com/calendar)**  
for news/updates/call times!