



Waconia High School Marching Band

1400 Community Drive, Waconia MN 55387

Directors: Phil Snyder psnyder@isd110.org
Megan Palmer mpalmer@isd110.org
John Pohland jpohland@isd110.org
waconiabands.com

To: All Students and Parents of the Waconia Marching Band

Welcome to the 43rd Season of the Black & Gold!

Time flies when you are having fun and this winter has flown. Once again, it is time to get real serious about the business of Marching Band in Waconia. Many people have been working in the background in order to set our students up for success this summer. As the directors, we are excited to start crackin' and take this show on the road! We know there are a TON of things going on in regards to family life, but please start to organize to make room for the Marching Band season. Whether this is your first year or your 19th, as the season approaches it is natural to feel a bit of anxiety and pressure to make it all work in addition to family, school and work schedules. To help educate, inform, and organize, we have put together an informational packet (what you are holding/viewing) and we have set a date for our Annual MB Spring Meeting & Orientation. (Tuesday, April 29th) Please take time to review and familiarize yourselves with ALL of the information in this packet and make plans to be present on Tuesday, April 29th for the Spring Meeting. Thanks again for great kids and we look forward to working with all of you throughout the season.

This packet is a little lengthy but VERY IMPORTANT. READ IT!

Sincerely,

Phil Snyder
psnyder@isd110.org

Megan Palmer
mpalmer@isd110.org

John Pohland
jpohland@isd110.org

waconiabands.com
952-442-0667

The following is enclosed within this mailing...

1. MB parent checklist...get your student prepared!
2. Letter from Band Boosters
3. Volunteer information
4. Frequently Asked Questions (helpful review of MB info)
5. Parade and Trip Chaperone Forms
6. Spring Meeting Flyer
7. Medical Waiver (Form Due at April 29th Meeting)

Updated schedule is available on Charms Office or at waconiabands.com!

MB Season Checklist for Parents

Note: NON-Bolded Items are optional, but strongly encouraged

- Checked Family Calendars and have planned for ALL Parade and Practices**
(the staff realizes that being a member of the Waconia MB is a HUGE commitment, but our educational success is dependent on attendance by all)
- MB Band Account is Paid in FULL**
- Are excited to see the SEA of Black & Gold coming down the street
- ALL MB Supplies are Ordered (Forms and Checks Due at Spring Meeting)**
- Medical Form Filled out and Handed in (Due at Spring MB Meeting)**
- Bookmarked “waconiabands.com” on Computer to STAY INFORMED
- At Least ONE Family member (other than an actual member) signed up and Ready to Volunteer for the Band program...Many Opportunities Available!**
- Purchased Black socks (LONG Length NO ANKLE SOCKS!!!!) to be worn with your uniform (more than one pair would probably be appreciated all that have to sit next to you on the bus).**
- Hugged or High Fived your student and told them you are proud of their commitment to be a part of an amazing musical group
- Cleared your schedule so you are able to attend AT LEAST ONE parade to see your student SHINE...don't even think about skipping this one!**
- Filled out an Apparel Order form and handed it in during the Mandatory Spring Meeting...this will be your ONLY chance to order MB Fan Wear this season
- Worked on the Hand Calluses for clapping and stocked up on throat lozenges for Yelling for the Band on the summer tour.
- Purchased the Official Tour Tee-Shirt...available during the Spring Mandatory Meeting
- Have prepared emotionally and mentally for the power of our Summer Show...please if you skip this one you will be one of those parents having a teary emotional breakdown on the sidewalk...and that can get messy!**

Waconia Dist #110 Band Boosters, Inc.

1400 Community Drive, Waconia MN 55387

Booster President: Karl Swee
bigblackvolunteers@gmail.com

A message from the Booster President...

Band Boosters, Inc.

What is it?...a non-profit organization whose purpose is to supplement and enhance the Instrumental Music Program of District #110, for grades 5 – 12.

Who is it?...YOU! As a parent/guardian of a band student involved in any aspect of the Waconia High School or Clearwater Middle School band programs, you are automatically a member of the Waconia Band Boosters, Inc.

We can't do it without you!

The band boosters mission is to support the Instrumental Music Program here in ISD ONE10. This takes help from all parents. Please take time to look at the opposite page and see your yearly events. Everyone has a talent that the band program could benefit from whether it is sewing, chaperoning, organizing, or stuffing envelopes there is something for you to do in the band program. Best of all you get to know other parents and be more involved in your student's band experience!

On the opposite page, please find a listing of yearly events, fundraisers, and/or positions held by the Waconia Band Boosters, Inc. Involvement in this organization to benefit your child is very rewarding, appreciated, and fun!

Thank you for your time and consideration and feel free to contact me with questions or volunteer opportunities!

Best regards,

Karl Swee
Band Booster President

Band Program Events & Volunteer Positions

Spring Concerts	May
Plant Sale*	Spring
Mulch Sale*	Spring
Marching Band	Spring/Summer
- Drum Line	
- Color Guard	
- Band Camp Coordinator	
- Trip Coordinator	
- Parade Chaperone Coordinator	
- Parade DVD/Memory Book Coordinator	
- Uniforms	
- MB Final Program/Social	
- Trailer Crew	
Lake Waconia Band Festival (LWBF)	June
Banana Split/Mackenthun's Meal Deal	Summer
Nickle Dickle Day Booth	September
Homecoming kick off/Mackenthun's Shopping Spree Raffle	September/October
Parade of Bands (POB)	Winter
Fruit/Poinsettia Sale*	Late Fall
Kwik Trip Gas Card Fundraiser *	On-Going
Scrip Cards *	On-Going
Winter Concerts	December
Clearwater Concerts	Throughout the year
Frozen Food Sale*	Early Spring/Winter
Can Recycle/Trailer	On-going
Mackenthun's Bagging	When available
Apparel Coordinator	On-going
Volunteer Coordinator	On-going
Publicity	On-going

**Denotes student account fundraisers.*

Executive Board Positions Held – April 2015

Band Staff -

WHS Directors:	Phil Snyder and John Pohland
CWMS Directors:	Lisa Sauer, Megan Palmer, Phil Snyder

Waconia Band Boosters, Inc. -

President:	Karl Swee
Secretary	Lynn Dixon
Student Accounts:	Angie Hamby
Vice Presidents:	Corey Wedge, Stacy Taylor, Joe Gifford, Christine Swick
LWBF Chairpersons:	Doug Parkinson

Waconia Marching Band FAQs and Info Sheet

How do I get updated Schedules and keep up in regards to information about MB?

Schedules, pictures, parade info., trip intenerates, rosters, etc...are all displayed online at waconiabands.com OR by logging in through Charms Office. PLEASE USE and CHECK this site OFTEN! Also ask your students because many times announcements are given at rehearsals and on the bus. MB students/parents should also receive e-mailings from time to time about the organization. Please email one of the directors if you do not know how to log into Charms office!!

Practice and parades attendance...is it Mandatory?

YES YES YES!!! Just like any other varsity sport or activity, each member is important and needed for the band to be at its best. Students will be excused from Marching Band if this becomes an issue and/or ongoing problem.

What is a legitimate excuse for missing a practice or a parade?

Family/Personal emergency or personal illness emergency. Communication to the director of any illness, death, or emergency ASAP is expected! Please do not send excuses/notes/communications with other members or parents of members or via text, this just adds to the confusion of an absence. Again students will be excused from their MB duties if this becomes an issue and will no longer be a part of our organization. If a student plans to be gone for a camp or rehearsal please fill out the [absence form](#) online two weeks prior to being absent.

Absence form: <http://goo.gl/9p4m9W>

What is being ON TIME for rehearsal really mean?

Arrival in a car at 6:59 am for a 7am rehearsal is late. Students need adequate time to gather equipment and/or instrument in order to be in their designated rehearsal spot and ready to go by 7am...the staff believes that a general "report" time for any rehearsal should be 5 to 10 minutes prior to a rehearsal. Students will have consequences for being "tardy" to rehearsals, which may include and is not limited to attention time, bus cleaning duties, or other "helpful" activities that staff dreams up. Students who have a consistent pattern of tardiness will be excused as members of the MB.

Will the MB Schedules ever change during the season?

The director and staff strive to "stick" to the printed schedule, but certain circumstances arise at times. We will announce any changes as soon as we are aware! Please note that any schedule changes will be minor once the season is underway!

Where to find music?

Links are posted in the handouts/forms section in Charms or available at <http://goo.gl/imLDkN>

What supplies does the student need?

See the Fee Schedule for details on this. Woodwind members will need to make sure they have the proper supply of GOOD reeds.

What is Hornline?

Hornline is any member who blows air through their instrument: Flute, Clarinet, Alto Saxophone, Tenor Saxophone, Trumpet, Mellophone, Trombone, Baritone, and Tuba.

What is a Street helper?

A street helper is a full member of the Waconia Marching Band. Their role in the band is an integral part of having a successful show each summer. Street helpers wear full uniform during performance and are kind of like a stage hand for a performing show. They help us move equipment and get down the street each performance.

What is AmSquad?

AmSquad can also be called the honor guard. They are the members who lead the band down the parade route carrying the banner, American Flag, rifle, and Minnesota Flag. Many know them as the “guardians of the colors.” This group is the first that the fans and judges see when we come down the parade route and are looked upon with the utmost respect.

Who chaperones the band while on the road?

MB Parents as well as the MB staff members. Chaperones need to attend the chaperone meeting/training on the night of the Mandatory Marching Band Spring Meeting. Parents/Guardians are also able to sign up for specific parades via the [parade chaperone](#) form found at [waconiabands.com](#). Please sign up and be a part of the entourage!

*Note – Summer [Trip Chaperones](#) need to fill out Chaperone Application found online at [waconiabands.com](#). This is different than parade chaperones!

Do I have to ride the bus if I chaperone? YES! (Both to and from performances)

Can my Student ride home with parents/family after a Parade?

No problem. Students will need to check out of their buses and check with their bus’ staff member. Please fill out the [absence](#) form online at [waconiabands.com](#)!

Where Parents/Family/Friends get a MB Summer Tour T-shirt & MB Apparel?

They are FOR SALE at the Spring Mandatory Parent Meeting. We encourage family members to show their support by wearing these tees at Parades! Also, check out the order forms (send out in April) with a variety of “Spirit Wear”...hey show your Waconia MB pride all year round!!!!

What do Students need to bring along for all bus rides & parades?

Make sure you have your instrument/marching equipment and all your general MB supplies (Socks/shoes/gloves/reeds/mouth pieces/costumes/sticks). Students are encouraged to bring snacks/water and/or money to purchase food. Every parade is different and food may or may not be available. Everyone MUST wear their BLACK DRYFIT T-Shirt and any type of Track/gym shorts. Please note that you will be changing on a bus or in parking lots before and after parades wear appropriate undergarments.

How can Parents/Family help during the MB Season?

The options for helping the Waconia Marching Band are basically endless. Please look for the sign-ups in the lobby during the Spring Parent Meeting and check the website for volunteer opportunities. Examples of some volunteer opportunities include: chaperoning a parade/band camp/trip, DVD/Memory book coordinators & photographers, first aid/medical, apparel coordinator, publicity, uniform care, Lake Waconia Band Festival and MANY more! Please drop the directors an e-mail or visit volunteer tables during the Spring Parent Meeting! *Note: volunteering in some capacity is an expected duty of all band parents/guardians.*

SUMMER MARCHING BAND FEE SCHEDULE

Marching Band Tuition Fees (trip fee IS included in this cost)

- Payment 1: \$400, due February 27th (commitment form due at this time) - \$200 non-refundable
- Payment 2: \$350, due March 26th
- Payment 3: \$350, due April 23rd
- Payment 4: BALANCE(not to exceed 300), due May 21st

Other Fees:

- Activity Fee:
 - Current 9th – 12th graders: \$165 (payable to WHS activities office)
 - Current 8th graders: \$110 (payable to CW or WHS activities office)
- Marching Band shoes \$35 (all except color guard) onetime cost unless lost or outgrown
- Lyre (hornline only) onetime cost \$9-20 (holds music for memorial day and pep band) – cost varies depending on instrument
- Gloves (hornline only) \$6 for 2 pair (order more if needed)
- Dri-Fit Uniform Wicking-T (hornline/drumline, amsquad/street helper) onetime cost unless it is lost or outgrown
- Drumline Fee \$25 (each season - helps to cover sticks/stick tape/drum heads/repair and maintenance)
- Color Guard Fee \$25 (each season – helps to cover cost of equipment and costume costs)
- OPTIONAL:
 - MB Apparel: Costs and flyer will be send out the beginning of April.

Payment plans (other than what is listed above) can also be worked out with the band directors. Please contact one of them directly to set this up.

Forms Due at Parent Meeting:

- Commitment Form
- Music Mart Ordering forms (and check)
- WMB Medical Form
- ISD110 Authorization to self-carry meds
- ISD110 Prescription Med form



WMB Chaperone Application Forms

This year we would like to save some trees and go digital! All forms are online. Please type in the links below to get to the form you would like to fill out.
These links are also available at wacniabands.com

Parade Chaperone Form:

<http://goo.gl/qtq8oO>

Chicago Trip Chaperone Application:

<http://goo.gl/XyoFMx>

Please fill out the forms by April 14th!

Note: If you have questions please contact Mr. Snyder (psnyder@isd110.org), Mrs. Palmer (mpalmer@isd110.org), Mr. Pohland (jpohland@isd110.org), or Karl Swee (bigblackvolunteers@gmail.com).

SPRING MB MEETING



Who? ALL Parents and Members of the Waconia Marching Band

What? Annual Mandatory Spring MB Meeting

Where? Waconia High School Auditorium

When? Tuesday, April 28th

6:00-7:00pm: Fill out and turn in all forms, purchase shoes, gloves, lyres, and fan wear, pay all fees INCLUDING dues AND activity fee

7:00 to 7:30 Chaperone Instructional Meeting & Training

(must attend if planning on Chaperoning a Parade or Band Camp)

7:30 to 8:30 Spring Parent MB Meeting (Mandatory for all Members & Parents)

Why? To inform the members & parents about the upcoming season

Prior to the meeting the following will be available to take care of:

- Shoe/Lyre/Glove purchase through Music Mart
- Any outstanding payments (including activity payment) with our treasurer
- Medical/commitment form turn in
- Volunteer opportunity sign up (we need everyone especially for Lake Waconia Band Festival!!!!)
- Apparel Clothing available (wicking t-shirt must be purchased this night).
- Parents purchase your Tour T-shirts that night also!



Waconia High School Marching Band

1400 Community Drive, Waconia MN 55387

Medical/Insurance Release Form and Liability Waiver

Parent Contact Info:

Student's Name _____ Instrument _____ Date of Birth _____

Parent's/Guardian Name _____

Home Address _____

Home Phone _____ Work Phone _____ Parent Cell _____

Person to contact in absence of parents:

Name _____ Relationship _____

Home Phone _____ Work Phone _____ Cell _____

Basic Medical Info & History:

Primary Physician _____ Location _____

Phone Number _____ Last Tetanus Immunization Date _____

Medical Insurance Company _____

Policy Number _____ Allergies _____

Medication student is using _____

Can student swim? Yes No

Other medical information you think is important for us to know: _____

I hereby request and authorize that the Emergency Room physician and any other physician she/he may designate, and their hospital personnel, to render to the above patient any medical and/or surgical treatment he/she may require in my absence during the Waconia Marching Band Season. I also give my permission to chaperones and/or the directors to give my child Tylenol, Benedryl, Ibuprofen or antacids as needed and to receive first aid. I will assume financial responsibility for any medical/surgical treatments that are deemed necessary due to an emergency. I release Waconia Public School employees, Waconia Band Boosters, chaperones and Marching Band staff from responsibility should an accident occur during Waconia Marching Band rehearsals, events or trips.

Parent/Guardian Signature _____ Date: _____

****THIS FORM WILL BE ACCESSIBLE AT ALL WACONIA MARCHING BAND FUNCTIONS****



Parent Request for Medication Administration and Physician Order

Parents of students requesting that medication be administered during school hours must provide for the school:

- Medication in an appropriately labeled container, over the counter medications must be in original container and prescription medications in a prescription bottle.
- Parent/guardian signature.
- A physician signature for prescription medications. *Note: health services recommends a physician signature for non-prescription medications.*

Ask for prescription medications to be divided into two bottles completely labeled – one for home and one for school. Only when a medication is prescribed to be taken during school hours will a student be given medication at school.

Please review the “District 110 Medication Information” on the back of this form.

Student Name: _____ **Birth date:** _____ **School:** _____ **Gr:** _____

Medication: _____ **Route:** Oral ___ Inhaled ___ Topical ___ Other _____

Dosage: _____ **Time Given:** _____

Treatment Of: _____ **Number of tablets sent to school:** _____

Possible Side Effects: _____

Special Instructions: _____ **End Date/Number of days given:** _____

Allergies: _____

I request that this medication be given as indicated above. I understand that administration of medication will not necessarily be done by a Licensed School Nurse or Health Associate, but may be provided by a designated trained school employee. Also, if necessary, the school may request additional information from the physician regarding this illness or medication.

Sign form below and return it with the medication to the school health office.

PARENT/GUARDIAN SIGNATURE: _____

Date: _____ **Daytime Phone:** _____

PHYSICIAN SIGNATURE: _____

Print Physician Name: _____ **Phone/Fax:** _____

Below line for School Health Office Use only:

Date/Time Dose/Initials	Date/Time Dose/Initials	Date/Time Dose/Initials	Date/Time Dose/Initials	Administrator Signature

Waconia High School
Cynthia Van Kirk, LSN
Jodi Anderson, RN

Clearwater Middle School
Vicki Sorensen, LPN
PH: (952)442-0654

Southview Elementary
Whitney Thulin, LPN
PH: (952)442-0623

Bayview Elementary
Amy Johnson, LPN
PH: (952)442-0630

District 110 – Waconia Schools Medication Information

School District 110 acknowledges that some students may require prescribed and over the counter medications during the school day to function as near to their potential as possible. For more information please refer to ISD 110 student medication policy #516. The school district's licensed school nurse, health associate, or other designated trained school employee will administer prescribed medications under these conditions:

- **Prescription and non-prescription medication requires a completed signed authorization form from the student's parent/guardian. For prescription medications a physician is required**, for non-prescription/over the counter medications health services recommends a physician signature. The school district may rely on an oral request to administer medication for up to two days until written authorization is received. It is to include:
 - Student name
 - Name of medication
 - Time of administration
 - Possible side effects
 - Dosage and route of administration
 - Termination date of administration
 - Reason for medication
 - Number of tablets sent to school

This authorization can be faxed to the health office of your child's school.

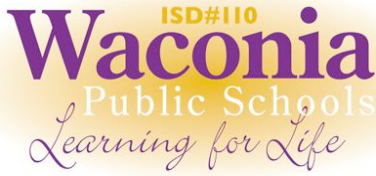
**Fax Numbers: High School (952)442-0679, Clearwater Middle School (952)442-0659,
Southview Elementary (952)442-0629, Bayview Elementary (952)442-0609**

- **Prescription or non-prescription medication must be in the prescription or over-the-counter labeled container.** The pharmacy will divide medication for home and school into two bottles with proper labels.
- **Parent/Guardian will notify the Health Office of any changes in medication or if it is discontinued.** A written script from the physician will be needed for any changes. This can also be faxed to the appropriate school.
- **The school WILL NOT provide any medications including Aspirin, Tylenol, Ibuprofen, cough drops, Bacitracin (Neosporin), etc., in accordance with Minnesota Department of Health guidelines.**
- **Students will not be allowed to self-administer or carry medications with them unless an exception is made, and a written plan is agreed upon between the licensed school nurse, health associate, parent and physician (if necessary).**
- **District 110 will not administer any "dietary supplements", herb products, or any other products not regulated by the Food and Drug Administration.** The quality and quantity of their products are free from the scrutiny of a regulatory agency. The labels also do not indicate the action, recommended dosage for age, side effects, interactions, adverse reactions and contraindications.
- Due to the number of students requiring medication to be given at school and out of concern for the safety and well-being of all of our students. District 110 Health Services will follow these guidelines regarding the following medications:
 - Central Nervous System Stimulants (Ritalin, Adderall, Concerta, Focalin, Strattera, etc.)
 - Antipsychotics (Abilify, Risperdal, Haldol, Lithium, etc.)
 - Antidepressants (Lexapro, Paxil, Effexor, Prozac, Cymbalta, Zoloft, Wellbutin, Celexa, etc.)

The parent/guardian is to choose ONE of the following options:

1. An adult will hand carry the medication to the school health office.
2. An adult will call the student's school health office to alert the School Nurse or Health Associate of the number of tablets that were sent to school with student.

Health Services will count the number of tablets received, store them in a locked cabinet, and administer the correct dosage to the student at the time noted on the, "*Medication Administration and Physician Order*", sheet.



Building: High School Clearwater
 Southview Bayview

School Year: _____

AUTHORIZATION TO SELF-CARRY/SELF-ADMINISTER MEDICATION(S)

To be completed by Prescribing Health Professional

I believe that _____ is capable of self-carrying/self/administering the following medication(s): *Note: only the following medications are allowed for student self-carry/administer – prescription asthma medications, prescription epinephrine, and secondary students may self-carry and use non-prescription pain relievers in a manner consistent with labeling/packing.*

Medication	Route	Dose	Frequency

I recommend self-administration of this medication(s) for the treatment of: _____

Comments: _____

Discontinuation date: _____

 Signature of Prescribing Health Professional

To be completed by Parent/Guardian

I hereby give my permission for my child to self-carry/self-administer medication at school as prescribed by my child’s prescribing health professional and I authorize reciprocal release of information related to the medication between the school nurse and the prescribing health professional/clinic.

 Signature of Parent/Guardian

 Date

 Work phone number or other daytime phone number

 Cell phone or pager number

Please complete reverse side

To be completed by Student

I agree to:

- € Follow my health care provider's orders and Emergency Care Plan
- € Refill my prescriptions before they expire (or remind my parent/guardian to do so)
- € Use correct medication administration technique (demonstrate to nurse)
 - € Not allow anyone else to use my medication
 - € Keep a current supply of my medication, located: _____
- € Check-in with the school nurse: _____ weekly _____ monthly _____ other
- € Notify the school nurse or _____ under the following circumstances
 - Questions or concerns regarding medication
 - If I have any symptoms of an allergic reaction

Signature of Student

Date

To be completed by Licensed School Nurse/Health Associate

- € This student has demonstrated mastery related to his/her medication and self-carrying skills
- € This student needs reinforcement of his/her medication and self carrying-skills
- € This student may self-carry/self-administer and should check in with Health Services
_____ weekly _____ monthly _____ daily other _____

Signature of Licensed School Nurse/Health Associate

Date

NOTE: Health Services will assess the student's competencies to self-carry and/or self-administer medication and if there are concerns, will contact the health care provider and parent to discuss further options. If agreement is not reached, the parents may contact the Superintendent of Schools. Permission for self-carry/self-administration may be suspended if the student is unable to follow the above procedure. If there is a disagreement concerning this procedure, the Superintendent of Schools should be contacted.

High School

Cindy Van Kirk, LSN
Jodi Anderson, RN
Ph: 952.442.0674
Fax: 952.442.0679

Clearwater Middle

Vicki Sorensen, LPN
Ph: 952.442.0654
Fax: 952.442.0659

Southview Elem.

Whitney Thulin, LPN
Ph: 952.442.0623
Fax: 952.442.0629

Bayview Elem.

Amy Johnson, LPN
Ph: 952.442.0630
Fax: 952.442.0609



Marching Band Supplies

Summer '15 Order Form

Student Name: _____

Parent Name: _____

Instrument: _____

Phone Number: _____

Marching Band Shoes - \$35

Quantity	Size (indicate mens or womens)	Total

MB Gloves - \$6 (for 2 pairs of gloves) – s, m, L, XL

Quantity	Size	Total

Lyre (portable music holder) - \$14

Quantity	Instrument	Total

Order Total \$ _____ Check _____ Cash _____

Make Checks Payable to: Music Mart Questions about Order: 1-800-TUBA-TWO

What do you need? Winds = Everything, DL = Shoes

Guard = Nothing, AM Squad = Shoes & Gloves

****Order Forms and Payment Due Tuesday, April 28th****