**2020 Lake Orion Winter Percussion Handbook**

Welcome to the 2019-2020 Lake Orion Winter Percussion program. We are truly excited to have you become part of this growing family. You are about to begin a journey filled with excitement and hard work. We are excited to teach you the skills necessary to perform at your highest level and for you to begin making memories that will last a lifetime! This packet has valuable information for you and your parents. Please read through carefully before signing the contracts, at the end of this packet.

**General Information**

LOP is a competitive organization that performs through the winter months into the spring. Students will work on one show during the season, while aspiring to perfect our technique and skills. Our main objective is to learn and grow in as many performances and non-performance related ways as possible. LOP is a member of the Michigan Color Guard Circuit (MCGC) and the Winter Guard International (WGI). We believe in instilling passion, positivity, friendly competition, professionalism, and respect in our students, while also having fun and growing into one big family.

**Attendance Policy**

Your role as a performer is unique and vital to the success of the program. **ALL REHEARSALS AND SHOWS ARE MANDITORY.** We understand and make exceptions for family emergencies and severe illness. As long as the director is notified, with sufficient notice, exceptions may be made for planned family vacations, conflicts with other school activities or academic demands, depending on the dates and time frame. Failure to communicate absences with sufficient notice will result in an unexcused absence. If a student has 2 unexcused absences, he/she may be removed from the program without refunds. If the student has an unexcused rehearsal absence the week leading up to a competition, they may not be allowed to perform in that competition. If the student has an unexcused absence the day of the competition, they risk removal from the program without refunds. Members who have more than 5 excused absences (a combination of 3 planned absences and 2 last minute illnesses) or 2 unexcused absences, risk being removed from the program without refunds.

The detailed Lake Orion Percussion calendar can be found in this packet. It will also be communicated on the Facebook page.

**Sitting Out**

LOP can be physically tolling. Students have to sit out for a variety of reasons. Students sitting out need to try and return to rehearsal after 10 minutes. If they are unable to do so, or sit out multiple times, a parent may be called and the student will be dismissed for the day. If the student needs to sit out for a medical reason, we ask that a Drs note be provided. If a student is sitting out for any reason, they are not to be on their cell phone. This time should be taken to rest and to observe the rehearsal, so they are able to keep up. If sitting out, without a Drs note, becomes a consistent problem, the parents may be called for a meeting with Jacob Pratt to discuss possible solutions for the remainder of the season.

**Travel**

Students are required to provide their own transportation to and from rehearsals. Many parents carpool and are able to assist with carpooling. The 2020 LOP Facebook page is a great resource to organize rides or for help if you are having trouble finding a ride. Students with a valid driver’s license may drive themselves to/from rehearsals, however, district rules, prohibit students from driving to/from competitions. **We will be using buses for transportation to all competions, including Indy and Dayton. All students are required to ride the bus for competitions. If there is a special circumstance why your student cannot ride the bus it must be communicated with Jacob Pratt with sufficient notice. We will be looking for parent chaperones for the out of state competitions. Parents must have fingerprint and background checks on file with the district. We are always looking for volunteers with an equipped vehicle to pull the band trailer to/from competitions, as well as box truck drivers. Please contact Jake, Meg McMahon or Jamie Ayers, if you can help with this.**

**Competition Meals**

If the schedule permits, the students are fed a meal on competition days. A sign up will be posted on the Facebook page inviting families to donate food, side dishes, condiments, drinks, fruit/dessert, paper supplies and utensils. Volunteers are needed to setup, serve and clean up. Volunteering is a great way to get to know the students and other parents. Thank you in advance for your generosity in helping to ensure the students have the energy they need for a successful and enjoyable performance.

**Academic Eligibility**

To participate in LOP, students must maintain a C- average overall, with no failing grades. Students whose grades fall below these requirements, in any given week, are ineligible to participate the following week. A student can rejoin activities the week after they bring their grades back up. If a student is found ineligible, they will be put on probation. Any student found ineligible a second time will risk removal from the program, without refunds, at the discretion of the director. We ask that all students, who are on probation, come to rehearsal and do their homework on the side. LOP cannot interfere with sit down band classes. Students must continue to practice and focus on their instruments and music in those classes.

**Concert Band Requirements**

All students are required to be registered for 2 quarters of band, Marching band counts as one. The other must be in either the 2nd or 3rd quarter of the school year. If there are special circumstances, in which you unable to meet this requirement, you must contact Mr. Steele for approval.

**Communication**

Most of the communication is done through the Lake Orion Percussion 2020 Members Facebook page. This is for students and parents. There is also a Lake Orion Percussion 2020 Parents Facebook page for parents of members. Once your student is given a spot in the program, please ask to join the page. These pages will have announcements, fundraising and volunteer information, rehearsal and competition details and other important information. If you are not on Facebook please let the director know so other arrangements may be made to get information to you. We will also be using Remind for real time announcements and important information. Details for this will be given at the first parent meeting.

**Expected Behavior**

All district rules and guidelines apply to LOP. Lake Orion Percussion has high standards and expectations. We expect students and parents to help maintain the integrity of the program. Appropriate behavior during rehearsals, competions and while traveling out of state, is expected. We also expect appropriate behavior outside of LOP. The first instance of inappropriate behavior, will result in a parent meeting with Jacob Pratt and a behavior contract must be signed. If there are any future occurrences of inappropriate behavior, Mr. Steele and the administration will be notified. The student will be removed from the program without refunds and may not be able to participate in future seasons of LOP.

**Bullying**

Bullying or bullying type behavior will not be tolerated in LOP at any time and will result in removal from the program without refunds. The first instance, parents will be required to have a meeting with Jacob Pratt and a behavior contract must be signed. If there are any future occurrences of bullying or bullying type behavior, Mr. Steele and the administration will be notified. The student will be removed from the program and may not be able to participate in future seasons of LOP. If you feel you are being mistreated, please reach out to a Meg McMahon, Jamie Ayers, Jacob Pratt or Mr. Steele for help. Being kind to ALL your fellow teammates is expected and is crucial to the success of the season.

**Social Media**

While we use these avenues daily, it is necessary to be responsible in their use with regard to this organization. If you have an issue, personal or otherwise, regarding the Lake Orion Winter Program organizations, please contact the director. Negative comments about staff, another members of LOP, parents, volunteers, etc. will not be tolerated and will result in removal from the program without refunds. Any inappropriate behavior posted on social media could also result in removal from the program without refunds. It is important to keep the integrity of this organization at a high level.

This program and Lake Orion Community Schools are held responsible for adhering to music copyright laws. Violating these laws can result in hefty fines. Therefore, **members and parents are not allowed to post any rehearsal or performances videos on YouTube or any other websites.** All post will be made by the director or the staff, unless otherwise specified.

**Bad Weather/School Cancellation**

If school is cancelled, rehearsal may be cancelled. If during a rehearsal, weather conditions worsen, the director or other staff members may choose to end rehearsal early. Rehearsals may also be cancelled due to facility availability and other conflicts. If rehearsal is cancelled, for any reason, the director may schedule a make-up rehearsal and will announce the details as soon as they are known.

**Volunteering and Fundraising:**

This after school program is member funded and relies on fundraising and parent volunteers. Without fundraising and parent volunteers, the winter percussion program would not be successful. We ask all families to donate at least 10 hours to the program, whether it’s driving a truck, pulling a trailer, helping with uniforms, fundraisers, props, pit crew or serving/prepping meals. Fundraising is crucial to the sustainability of the current program and future seasons. Without fundraising, dues would also be much more expensive, for all families. 100% participation in fundraising and volunteering is mandatory and required for all students and families to be a part of the program. If a family is unable to participate in a fundraiser or volunteering, please reach out to Jacob Pratt.

**Dues**

The payment schedule is specified in the membership agreement, at the end of this packet. Timely payments are necessary. Your dues cover instruction, competition fees, props, equipment, travel, uniforms, etc. **Dues will not to be returned to members who are removed or leave the program.** No student should drop out because of financial concerns. Please reach out to the LOP Director, Jacob Pratt or Treasurer Meg McMahon, if you have any financial concerns at any time during the season.

**Items not included in Dues**

Show shoes, spectator admission fees for competitions, pizza/bowling at Troy WGI Regional, concessions purchases while at competitions and meals during travel time to and from out of state competitions.

**2020 Dues**

The 2019/2020 season dues are $1200. Dues can be paid in full or in 6 monthly installments. The first month will be a $200 deposit/payment to confirm your place in the ensemble. isdue at the first rehearsal, November 9th, 2019. The second payment of $200 will be due December 2nd. The remaining payments of $200 will be due 1/2/20, 2/3/20, 3/2/20 with the final payment and entire balance to be paid in full by 4/1/20. The final payment may be more or less depending the money the student raised with fundraisers. There is a 1 week grace period for payment, unless other arrangements have been made, after which the student may be kept from participating until payment is received. The entire balance must be up to date and paid in full by April 1st, otherwise the student may not be able to travel to Dayton or participate in Worlds.

\*Checks can be made out to LOBB and given to Meg McMahon or Jamie Ayers.

**Next Steps**

Please read, sign and return both the Membership Contract and Fee Agreement along with the $200 non-refundable deposit no later than Saturday November 9th. If you have any questions or concerns, please do not hesitate to reach out to the director Jacob Pratt, or any veteran parent or member. We look forward to a great season and hope you will join us.

1. **Lake Orion Winter Percussion Membership Contract**

By signing this contract, you agree and understand the expectations of your role in the Lake Orion Winter Percussion program as follows:

1. My attendance is required at all rehearsals and competitions unless excused by the director. Failure to give the director sufficient notice may result in an unexcused absence. More than 5 excused (a combination of 3 planned and 2 last minute) or 2 or more unexcused absences may result in removal from the program without refunds.
2. Travel to and from rehearsals is my responsibility. If I need a ride, I will reach out to other members or on the Facebook page to make arrangements. Failure to do so may result in an unexcused absence.
3. I will abide by all rehearsal and show expectations outlined in the handbook.
4. I will maintain my grades and commitments to my current band classes.
5. I will maintain academic eligibility and understand the consequences if I fail to do so.
6. I will follow the communication guidelines outlined in the handbook.
7. I will not speak poorly of LOP, any of its members, staff, or parent volunteers or any winter program, in any form, on social media.
8. I understand that bullying, bullying type behavior and inappropriate behavior, will not be tolerated and will result in informing the administration, removal from the program without refunds and the possibility of not participating in future seasons of LOP.
9. I will not share show video or content on social media without the permission of the director.
10. The director reserves the right to cancel and/or reschedule rehearsals if bad weather or facility conflicts occur.
11. The director reserves the right to expel a member of the group for not meeting the expectations specified in this contract and outlined in the handbook, without refunds.
12. I understand that volunteering and participation in all fundraisers for the winter program is required and mandatory in order to participate in LOP.
13. I am committed to give my 100% to the ensemble and trust the direction of the director and the staff.

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name of Student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Name of Parent/Guardian:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Director Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**LOP Membership Agreement**

**2020 LOP Dues: $1200**

By signing this contract, I understand and agree, to the financial commitment, I am making to this program.

1. I understand there is a $200 non-refundable deposit due 11/9/19 to confirm my place in the ensemble. The 5 remaining, $200 payments, are due 12/2/19, 1/2/20, 2/3/20, 3/2/20, 4/1/20. Final payment/remaining balance must be up to date and paid in full by April 1st in order to travel to Dayton and participate in Worlds. Final payment may be more or less, depending on amount fundraised. You will be notified of your balance prior to the due date.

\*Checks can be made out to LOBB and given to Meg McMahon or Jamie Ayers.

1. I understand my member dues cover the following costs of the season:
* Staff/instruction
* Competition fees
* Props, floor, music rights, etc.
* Equipment and repairs
* Truck rentals
* Busses
* Rehearsal spaces
* Circuit Membership
* Uniforms and show shirts

\*Dues also include hotel accommodations, for out of state contests.

1. I understand that dues DO NOT include:
* Spectator admissions
* Concessions items
* Show Shoes
* Pizza/bowling at Troy Regional
* Meals during travel time, to and from out of state travel
1. I currently have no outstanding balances with any other Lake Orion High School music programs, such as LOMB, LOWG, Concert Band, etc.

I agree to pay the membership dues either in full or in payments on the respective due dates. I understand that if I fail to do so, I may be unable to perform at competitions. I agree to take responsibility for purchasing items not included in membership, as necessary or at my own discretion.

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Name of Parent/Guardian:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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