

# KWHS Band Program Forms & Info 2018-19

Please detach this page, follow the directions, and keep the back side calendar for your reference.

Dear Band Parent and Student,

We are off to a great start this year with nearly a month of band already completed. Please sign both sides of the two different forms “Handbook/Permission to Travel” (syllabus acknowledgement) and the “Pride and Commitment Contract”, detach and return by Monday September 9th or upon entering the band program (+two Medical Forms). The Band Handbook (40+pages), Online Calendar (Google), Email Announcement Blog, Remind Txt service directions, Volunteer signup directions, Sponsor Forms, and Brick Forms are all located at [www.KWHSBand.com](http://www.KWHSBand.com) Paper copies of all of these are available in the band room.

**\*If you did not also receive notice of these forms by email, please input your email address into Charms Database-directions below on how to update. Email is our primary form of communication, Remind text messages are secondary.\***

Effective and efficient communication is paramount to our success as an organization. The band program has many events and requirements that are unlike any other activity. It is crucial that we maintain clear lines of communication at all times.

## Charms

Charms Office Assistant, [www.charmsoffice.com](http://www.charmsoffice.com), is an online database that houses contact information and student account records for all band students. It also serves as a tracking system for all student forms and provides us with a variety of tools for processing them. We are able to send out emails via Charms to specific groups within the band or the whole band. Additionally, it receipts and logs all band student purchases (uniforms parts etc.) and fundraised monies. You have the ability to access this from any computer with internet access or through the Charms App on your smart phone. You will need your student number lunch. Please keep your contact information up-to-date if you should move, **change email addresses**, or phone numbers.

How to log in: Go to [www.charmsoffice.com](http://www.charmsoffice.com)

Click: ENTER/LOGIN Then Click: *Parents / Students / Members*

Please enter your schoolcode:

keywesthsband

(no spaces)

Enter Charms

need schoolcode?

On the next screen, put in your “password“ which is the student’s MCS D lunch number. Email us if you need help with this or to have it reset if you do not remember what you changed it to.

From this page you will be able to access the student account with many options including a button for **Update Info**. Click this and add additional adult and student email addresses.

Thank you,

[Gary.Hernandez@KeysSchools.com](mailto:Gary.Hernandez@KeysSchools.com)

Director of Bands

Key West High School

Student Name \_\_\_\_\_

## Calendar 2018-2019



Every effort has been made to ensure the accuracy of these calendar dates and further efforts have been made to avoid any possible major conflicts. In the highly unlikely event that it should become necessary to amend this calendar, for any reason (hurricane etc.), you will be notified by email, Remind Text, band website, or by written letter sent home with students. At such time, please review any changes and plan accordingly for any conflicts and notify the band director immediately of any unalterable conflicts. Students will be given at least four weeks' notice to any new rehearsals or performances requiring their attendance.

Calendar: [www.KWHSBand.com](http://www.KWHSBand.com)

Dates	Event	Ensembles (Required for Grade)
July 30-Aug 10	Band Camp	Marching Conchs <small>(Not graded-see Alternate Status)</small>
Aug. 14-Nov. 8	Begin <u>Weekly</u> afterschool Tuesday and Thursday rehearsals 3:00-4:45pm	Marching Conchs
Aug.24-Nov.*16	All Home Football Games as per the football Schedule. 5:45pm until the game is over: 8-24, 9-7, 9-28, 10-19, 11-2 and *possible playoffs possible on 11-9 & 11-16.	Marching Conchs Middle School Night 9-28 Senior Student/Parent Night 10-19 Homecoming Concession Fundraiser 11-2
Sept. 6	Bonfire 7:30pm post Open House	Marching Conchs
Oct. 6 & 7	Marching Competition @ Flanagan HS	Marching Conchs *Day Trip/Possible Overnight-pending funding*
Oct. 12 & 15	Tag Days	Fundraisers at local grocery stores. <small>(Not graded but required for fair share of fundraising)</small>
Oct. 20 & 21	Marching MPA @ Coral Springs HS	Marching Conchs *Day Trip/Possible Overnight-pending funding*
TBA	Band Group Yearbook Photos During Class	All Ensembles-Concert/Marching Uniforms Required. <small>(Not graded)</small>
Oct. 28	Children's Day-Fundraiser & Performance	Jazz Band & Drum Line <small>(graded)</small> .. Whole band program fundraiser <small>(Not graded)</small> .
Oct. 29	Homecoming Parade	Marching Conchs
Nov. 8	Fall Band Concert 7pm	All Classes. Rehearsal the same day-food provided.
Nov. 11	Veteran's Day Parade (afternoon-time TBD)	Marching Conchs-Parade
Nov. 14	Hosting US Navy Commodores	All Band Members Attend as Audience
Dec. 8	City Holiday Parade (night-time TBD)	Marching Conchs-Parade
Dec. 4 & 11	Winter Combined Concert <u>Rehearsals</u> Dec. 4 3:00-4:30 & Dec. 11 3:00-*5:00	Symphonic Band, Wind Ensemble, Colorguard, Jazz Band & Percussion. *End time TBD w/choir/specific ensemble.
Dec. 12 & 13	Winter Band <u>Concerts</u> 7pm (both dates)	All Classes/Ensembles. In combination with Choir.
Jan. 15-April 30	Begin Wind Ensemble 3:00-4:30pm Tuesday Rehearsals	Wind Ensemble & Percussion as Assigned.
Feb. 9	Colorguard MPA, & Jazz Band MPA	@KWHS (MPAs Required/Graded)
Feb. 9	Solo & Ensemble*	*S&E: Juniors & Seniors-Required for Honors Credit. Optional but highly encouraged for other grade levels.
Feb. 1 & 2	All County Band	By recommendation/audition. Most of Wind Ensemble & select 9 <sup>th</sup> grade students for the 7-9 grade band <small>(Not graded)</small> .
Feb. 14, 21, & 28	Symphonic Band MPA rehearsals 3:00-4:30pm	Symphonic Band & Percussion as Assigned.
Feb. 21	Pre-MPA Concert 7pm	Symphonic Band, Wind Ensemble, & Percussion.
March 1	Run-through for Concert MPA 3:00-4:00pm	Symphonic Band, Wind Ensemble, & Percussion.
March 2	Concert MPA @ KWHS (Saturday Afternoon-Times TBD)	Symphonic Band, Wind Ensemble, & Percussion.
March 20, 21, 22 or 23	State Solo & Ensemble <small>(Overnight Trip-Pompano Beach)</small>	Superior at District Level on grade 5 or higher to qualify <small>(Optional)</small> .
April TBA	Band Pictures-Individual Students	All Classes-during class time (no make-up date).
April 18, 25, & May 2	Symphonic Band Rehearsals 3:00-4:30pm	Symphonic Band & Percussion as Assigned.
May 2	Final Band Concert 7pm	KWHS Auditorium. All Classes.
May 9	Band Banquet 5:30 seating, 6:00pm food	Fun night of celebration, memories, awards & food. <small>(Optional)</small>
May 22	Marching Band Ice Breaker 6:30-8:30pm	Marching Conchs & New Members. <small>(Not graded)</small>
May 30	Graduation Rehearsal – Ten. 6pm @ TRMS	Symphonic Band, Wind Ensemble, & Percussion.
May 31	Graduation Performance 6:30pm @TRMS	Symphonic Band, Wind Ensemble, & Percussion.
TBD	Spring Trip	Possibly during Spring Break. Optional trip and not included in fair share of fundraising amount. <small>(Optional)</small>
TBD	Jazz Band Performances "Gigs".	Added with advance notice throughout the year.

# Key West High School Band

## Student & Parent Band Handbook Acknowledgement & Permission to Travel Form 2018-2019

*\*This form must be completed and turned in by Monday, September 10<sup>th</sup> or upon entering the band program. A digital copy of this form will be available on our website [www.KWHSBand.com](http://www.KWHSBand.com) & hard copies will be available upon request.\**

### Band Handbook Acknowledgement (Parent & Student)

By signing this form we acknowledge that we have read and agree to abide by policies set forth by the Key West High School Band Program as stated in the 2018-2019 Key West High School Band Handbook. We will do our part to help the band achieve the goals set forth by the band program. We also understand that band is a full year commitment and agree to commit to the Key West High School Band Program for entire 2018-2019 school year. We will support the program by doing our fair share of fundraising throughout the year.

### Picture and Video Permission (Parent & Student)

By signing this form, we give permission for digital pictures, audio, and video recordings of my child/self to be posted on the Key West High School Band Website/social media platforms and to be released to community publications.

### Required Band Activities Permission & Permission to Travel (Parent)

We give our child permission to participate in and travel to all required band activities for the 2018-2019 school year according to the Key West High School Band Calendar (please detach and retain) and at: [www.KWHSBand.com](http://www.KWHSBand.com) We also understand that outside of the school day performances and rehearsals are required academic events that count as a grade for the enrolled fine arts course.

### Events Requiring Off Campus District Approved Transportation (Busses etc.)

By signing this document you are giving your child permission to travel for the required events listed below via MCSD approved transportation provided by the KWHS Band:

- October 6-7 Competition (Day trip/possible overnight trip to Ft. Lauderdale/Pembroke Pines)
- October 20-21 Marching MPA/Competition (Day trip/overnight trip to Pompano Beach)
- February 1 & 2 All County Band (Marathon day trips-select students)

### Events Requiring Off Campus Parent Transportation

I also agree to provide transportation for my child to and from the following required local events:

- All Football Home Games: 8-24, 9-7, 9-28, 10-19, 11-2 and possible playoffs possible on 11-9 & 11-16. Drop off and pickup location is Poinciana Elementary School next to TRMS.
- All Local Parades: Homecoming-Oct. 29, Veterans Day Nov. 11<sup>th</sup>, and the City Holiday-Dec. 8. Drop off and pickup locations TBD according to parade organizers.
- Graduation Rehearsal & Performance at TRMS May 30 & 31.
- Any currently unplanned band events located in Key West (i.e. Performing at Mallory Square for Sunset, Children's Day performance/fundraiser, addition tag days etc.).

\*Advanced notice will be given.\*

Student's Name: \_\_\_\_\_ p  
Last name, First name (Please print clearly)



Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_



# Key West High School Pride & Commitment Contract

Activity: KWHS Band 2018-19

Students of the Monroe County School District (MCS D) have the opportunity and privilege to participate in extracurricular activities, organizations, and performance groups. This contract demonstrates each student’s acceptance of becoming a representative of the school by becoming a member of an activity, organization, or performing group. Expectations of participants are higher than those of nonparticipating students, and thus, this contract contains procedures, rules, and expectations that go beyond the Student Code of Conduct. Should a participant fail to abide by these expectations both on school property and in the community, consequences may be implemented that exceed those in the Student Code of Conduct, including removal from the activity, organization, or performance group. This is your commitment to excelling as a student in academics and leadership.

## CONDUCT EXPECTATIONS

- I will dress appropriately, use proper language, display a positive attitude and adhere to the MCS D Student Code of Conduct.
- I will be respectful of others including sponsors, directors, school adults, all students and community members.
- I will set a personal example of excellent conduct and responsibility at all times, while actively participating and time outside of school.
- I will attend classes and follow the attendance rules of the MCS D.
- I will give my best and follow the rules and procedures for any and all organizations that I am a part of.

## COMMUNITY ROLE EXPECTATIONS

- I understand that my actions in the community are a reflection of myself, my organization and my school.
- I will respect my community and will not physically or verbally harm an individual or another person’s property.
- I will follow the laws governing all citizens and residents of the United States, State of Florida and Monroe County.

## PERSONAL HEALTH EXPECTATIONS

- I will refrain from the use of alcohol, all types of tobacco products and all illegal drugs; nor shall I be in possession of such substances at any time in or out of school.
- I will not use any performance enhancing drugs.
- I will abide by the MCS D Athletic and Performance Group Drug Testing Program, if applicable.

## ACADEMIC EXPECTATIONS

- I will maintain the required unweighted cumulative 2.0 GPA as required by the State of Florida at the end of each semester. I will adhere to the higher requirements in the MCS D guidelines that state that I must have a 2.0 GPA at mid-term and nine weeks reporting periods in order to participate in field trips. Failure to do so will result in my inability to travel or participate in any activity requiring absences from any class until I am in compliance with the 2.0 GPA as determined by the Director, Sponsor, and/or Activities Director.
- I understand that I cannot miss school for a field trip or school related absence if I have two or more F’s in my current courses.
- I understand that if I am not in attendance for a minimum of 4 periods, I may not participate in any after school activity that day. Documented emergencies or exceptions may only be approved by the Principal and/or Activities Director. If traveling, I must be in attendance prior to the group departure time.

## ACTIVITY/PERFORMANCE GROUP EXPECTATIONS

- I will provide proof of insurance or purchase insurance before participating in any field trip traveling outside of Monroe County.
- Hazing activities of any type are inconsistent with and disruptive to the educational process and prohibited at any time in school facilities, on or off school property. No student shall plan, encourage, or engage in any hazing. Hazing is defined as performing any act or coercing another, including the victim, to perform any act that causes or creates a substantial risk of causing mental or physical harm.
- I understand that any content that I make public via on-line social networks or digital platforms, such as Facebook, Twitter, Instagram, Snap Chat, and etc., is expected to follow acceptable social behaviors and also to comply with our Pride & Commitment Contract and the school code of conduct.

## SCOPE OF CONSEQUENCES

- I acknowledge that a violation of any MCS D or Student Code of Conduct (SCC) requirements or this Pride & Commitment Contract will result in consequences as outlined in either document or determined by the Principal.
- If I receive consequences for inappropriate behavior resulting in Suspension, Saturday School or Detention, I will not be allowed to participate for one event if the consequence has not been completed within 2 weeks.
- If I receive Out-of-School Suspension, I will not be able to participate in any activities until I am allowed back in school. Further consequences may be imposed as determined by the Principal, Activities Director, Director, and/or Sponsor.
- Violation of the drug, alcohol or tobacco policy whether in or out of school will result in consequences outlined in MCS D policy and may result in removal from the activity, organization, or performing group depending on the level of violation.
- Participants that are arrested in or out of school, will be suspended from participation until the situation can be assessed by administration. Charges that are not dropped may be cause for continued suspension or termination from participation for the remainder of the year.

By signing this, I am indicating my willingness and commitment to my school, my organizations and my community. I am responsible for my behavior and following all expectations and will have pride in my personal conduct and effort. I understand that these are universal rules and that any and all organizations that I am in may have additional expectations. I will maintain a level of respect that brings pride to my sponsors, directors, organizations, school and myself. Parent signatures acknowledge the expectations for their child.

Name (printed): \_\_\_\_\_

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

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

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

Parent: \_\_\_\_\_

Pride - Commitment Contract



Form ID: 131646