

BAND PARENT POLICY INFORMATION

SOUTHMOORE BAND PARENTS, PATRONS AND ALUMNI ASSOCIATION

From its inception, the Southmoore Musical Arts Program has flourished and succeeded in unprecedented fashion. We are the proud parents and guardians of immensely talented children, who have – and will - received first class instruction, who have won unprecedented awards, and who have continued to develop lifelong love and appreciation of the musical arts.

The Southmoore Parent support group has attempted to work in step with the Band Director and his fine staff literally since “day 1”, and we are committed to support the Program and our students in every way possible. Your support and encouragement of your student, all members of the band, the instructors, and the Parent support organization is a vital ingredient in the band’s continued success.

The Southmoore Musical Arts Program and the Parent support organization has happily experienced much growth in four short years. With growth comes new and exciting challenges. This Information Packet is designed to help all of us help our students and instructors through understanding the challenges we jointly face.

I. COMMUNICATION IS IMPORTANT

A. THE BAND DIRECTORS, INSTRUCTORS AND STAFF: The Director and his staff are committed to being available to answer questions, keep parents informed, and address any parent concerns or issues. Parents are always welcome to call the director at the school, or to arrange a personal meeting.

B. THE SOUTHMOORE BAND PARENTS, PATRONS AND ALUMNI ASSOCIATION: The formal parent support group welcomes all Parents and Guardians of students enrolled in band and students participating in the guard to participate in its support of the band. Grandparents, uncles, aunts, neighbors, friends, and alumni are also needed and welcome! There are needs for every imaginable talent and interest.

We meet on the **second Monday of every month at 7 pm in the band room.** We welcome your attendance and input. We also maintain an e-mail list to keep you advised of band and booster activities. Please sign up to receive e-mails. You can contact a booster officer at almost any band activity or function, or you can e-mail president@sabercatband.com to get on the distribution list.

Also, be sure to visit our website at www.sabercatband.com

C. YOUR PARENT SUPPORT GROUP OFFICERS:

Your parent support officers are always available to answer questions or provide information. For current contact information for the President, Vice President, Secretary, and Treasurer please visit our website www.sabercatband.com. Feel free to contact any officers with concerns, suggestions, ideas, questions or other band related issues.

II. GAMES AND CONTESTS

Parent support and participation at games and contests is vital to transporting equipment and supplies, keeping the band hydrated, feeding the band, safely escorting the band members around stadium areas, and getting equipment on and off the field for performances. In this process, there are associated personal expenses which must be addressed. The band needs and encourages parent participation, and the parent support group endeavors to keep the actual costs to parents willing to help to a minimum.

A. TRANSPORTATION COSTS

Any individual that is willing to haul and transport either, the blue band equipment trailer or white supplies trailer with their own personal vehicle, has the option to provide this service for benevolence or reimbursement based on the criteria below:

- Because the Southmoore Band Parents, Patrons, and Alumni Association is a 501(c)(3) non-profit entity, a tax-deductible receipt will be provided to the transporter for itemization on their IRS Federal tax return at the mileage allowance permitted under Federal IRS regulations at the time the expense was incurred; or
- Remuneration in the amount of twenty-five (25) cents per mile along with a tax-deductible receipt for submission of the difference between this amount and what is allowable per Federal IRS regulations at the time expenses were incurred.

B. ADMISSION FEES

A "SammySaberCat" fund has been seeded by a \$100 donation from an anonymous donor. The fund will grow through purchases of fundraising items not designated to a specific student or possibly by future designations from available general funds. The SammySaberCat fund will be used as determined the SBPPA Finance Committee Officers.

1. HOME GAMES

A district-required list of persons who are chaperones, concessions helpers, water team, and equipment helpers will be assembled by the booster officers and provided in advance of home games. A reasonable number of persons filling these positions ("reasonable number" being determined by the District) will be admitted to home games without charge.

2. AWAY GAMES

Schools hosting away games have their own rules concerning admissions charges to parents who otherwise are helping with band activities. We have no control over their admissions charges; thus must ask each parent who attends and helps to absorb any admissions fees that may be charged.

3. CONTESTS

Each marching season the band competes in four to five marching contests locally, statewide, and, at times, nationally. At these events the Boosters provide meals and transportation help, among other assistances, to the band program, all of which take place outside the event stadiums wherein the actual contests take place. All Boosters wanting to attend a contest will be responsible for their own entrance fees into the event stadium.

III. FUNDRAISING

Although all the band programs in the Moore School District enjoy tremendous financial and moral support, the fact is that all the bands, including Southmoore's band, incur many expenses that are not covered by the Moore School District. Band fees and expenses are simply an inevitable and necessary fact of life.

The Southmoore directors and the band boosters try to minimize the impact of the fees on every student by providing fund raising opportunities.

- We all must understand that fund raising activities place responsibilities on the students and the parents, as well as the parents who are organizing and helping conduct the fundraisers. In short, we are all inconvenienced by this necessity.
- Please understand and remember that the fund raising activities are organized and conducted by band parents who also have busy schedules and limited times.
- Please understand that fund raiser start dates, turn in times, and product pick up times are often dictated by the fundraisers with whom we work; and although all these times are designed to be as convenient as possible, that we must all work within the time frames and other parameters that best suit the organization as a whole.
- Please know that we are willing to work within reasonable parameters to assist students and parents. The band boosters and the director want all students to succeed. However, students and parents who are unwilling, or unable, to comply with fund raising requirements may, in the discretion of the Director (upon consultation with the booster officers) not be allowed to participate in a given fundraiser.
- Any parent who has an issue with any matter related to a given fund raiser should first contact the President of the parent booster organization at president@sabercatband.com. If the problem cannot be resolved, the officers will consult with the band director.

IV. BAND AND BOOSTER EXPENSES

From time to time expenses must be incurred for approved band or booster functions. It is vital, for our internal budgeting and coordination, and for our financial accounting to the School District, that leadership be involved and advised before an expense is incurred.

If a booster anticipates incurring an expense for which the booster wishes to be reimbursed, the President or the Vice President must be notified and approve the expense before any action is taken. However, before reimbursement can be considered, the following action items will need to be followed:

- Notify the officers and Finance Committee that an expense for which the booster wishes to be reimbursed will be incurred, along with the best estimate of the amount. This incurrence will be compared against the Booster Budget and latest Booster account statement;
- Acknowledgement will either be granted or denied;

- If approved, receipts and/or documentation will need to be submitted to the Finance Committee. The Finance Committee will inform the Treasurer reimbursement is approved.
- If a booster conducting the function wishes to donate the expense, the President or the Vice President should be so advised. Documentation (such as receipts) should be provided to the Treasurer after the expense is incurred. If the booster wishes, an appropriate receipt from the band booster organization will be provided the booster.

For purposes of this policy, general or minimal printing/copying, printing supplies and equipment, equipment depreciation, and time are not permitted for reimbursement.

V. CONFLICTS AND DISCIPLINARY ISSUES

Our students operate in a variety of extracurricular activities which are often physically and emotionally taxing. By the very nature of the activity, they necessarily spend a great deal of time together and share a variety of experiences. These times lead to unforgettable memories, but also unfortunately sometimes can lead to conflict. In such times, it is important as parents and guardians to remember and understand that they are young people who are dealing with a variety of biological, emotional and psychological pressures.

We as concerned parents are naturally inclined to intervene on behalf of our children. Sometimes our protective urges are appropriate, and sometimes, we must be careful to reach the balance between letting our students resolve, in healthy ways, their own conflicts, without our parental involvement.

Always remember: 1) there are always 2 sides to every “story”; and 2) ultimately the Director is responsible to ensure cohesion and proper behavior among students involved in his program and its activities.

We therefore encourage the following:

- **Steps to take to resolve or correct immediately harmful behavior:** If we observe behavior which is dangerous to our student, or another’s’ immediate health, safety or welfare, we should, as reasonable adults, intervene, to protect the interests of all involved.

In such cases, after the immediate situation has been resolved, please report the incident to a booster officer or to the Directors. If a booster officer is alerted, he or she will alert the Director. Remember that the Director is the ultimately responsible person, and he should be given fair opportunity to resolve the issue within the guidelines and responsibilities imposed on him by the School District.

- **Steps to take to resolve more general issues:** If the issue is one of conflict of a more general matter, we should refrain from addressing the matter directly with the “opposing” student; rather report the incident to a booster officer or to the Directors. If a booster officer is alerted, he or she will alert the Director. The Director should be given fair opportunity to resolve the issue with all parties within the guidelines and responsibilities imposed on him by the School District.