

Hillsboro High School Band Boosters Association

(HBBA)

If your child is in the band program at Hilhi, you are a member of HBBA. This organization is the parent volunteer association that is charged with providing the organizational structure, fundraising and volunteer hours that allow Mr. Fotland to offer an outstanding, award-winning and challenging program for our students.

We do not set curriculum or program direction. We operate as a non-profit under the Hillsboro High School federal tax ID number (we are not an independent 501C-3). We abide by all Building and District policies and rule guidelines.

HBBA is run by a board of volunteer parents. The 2009-2010 year Board contacts are:

President	Tim Taylor	timtaylor321@verizon.net (503) 481-8833
VP I	Brent Selnau	stockmaker@comcast.net
VP II	Dave Schapiro	dave.schapiro@verizon.net
Treasurer	Heather Brinkmeyer	hbrinkmeyer@gmail.com
Secretary	Debbie Morse	morsedeb@hotmail.com
Volunteer Coordinator	Nancy Miller	njbmilller@verizon.net
At-Large	Open	
At-Large (Past President)	Lorraine Clarno	kl.clarno@verizon.net

The board meets on the second Monday of each month at 6:30pm. All HBBA members are invited to participate. The Board holds ALL parent meetings monthly on the 4th Monday of each month at 7:30pm.

Please participate and attend!!

As important as funding our programs is, it is the enthusiasm and support of our parents that motivate our band students the most. YOUR participation and visibility to all of the students means so much! Be sure to attend as many events as your schedule permits and volunteer OFTEN. You will catch Hilhi Band FEVER! It is fun, exciting and means so very much to our program. We consider the HBBA our extended band family – we want to know you and in doing so, we'll continue to have a growing and healthy association to support band and music programs at HILHI in perpetuity!

FINANCIAL & VOLUNTEER OBLIGATIONS

HILHI BAND BOOSTERS ASSOCIATION

Fair Share Fees 2009 - 2010

The Fair Share Fee program funds a portion of the band's operating expenses year round (September through July) Marching Season, Concert Band, Symphonic Band, Jazz Band, Parades and other competitions and activities. Every family is responsible for participating in Fair Share Fees*. Fundraisers: Throughout the year we have opportunities for students to fundraise. We have two types of fundraisers: 1. General Fundraisers --- Monies raised go directly into the Band's General Fund to cover the operational expenses not met by the Fair Share Bucks. 2. Individual Fundraisers --- Monies raised go directly into Student Accounts to cover Individual Band Expenses such as Concert Attire, Jazz Attire, Bi-yearly Band Trip, and Fair Share Fees. If you plan on using Individual Fundraisers to cover your Fair Share Fees, it is your responsibility to make the Fair Share payment schedule. Monies can be transferred from the Student's Account to the Band General Fund by requesting disbursement from the HBBA Board Treasurer. This request needs to be made by a parent/guardian.

When making any payment to the band, make your checks payable to "Hilhi" and write a note in the memo section and include the following information: • Student's name • What the payment is for Example: To pay your student's Fair Share Fee, you would make the check payable to "Hilhi" and write your student's name in the memo field with "Fair Share". (You may also attach a note with the appropriate information.)

*****IMPORTANT***** To be eligible for the band trips, families need to be current in their Fair Share Programs (Volunteer Hours and Fees). This is cumulative for your school years. Participation in Fair Share Programs is mandatory for students holding position of leadership in the band (Drum Majors, Band Officers, and Section Leaders). To be eligible for leadership positions, students must be current in their Fair Share Programs. This is cumulative for the students' school years. *See attached cover letter for the fees and scheduled payments.

*If your family needs a scholarship (fees or volunteer hours), you may apply for a scholarship by filling out a "Scholarship Application" and submitting it to the Band Director. Your information is reviewed by Mr. Fotland and it is kept confidential.

*** Hillsboro School District Activity Fee – Do not confuse HBBA Fair Share Fees with the HSD Activity fee of \$100. This is a district imposed fee that is due and payable to HSD upon registration in the fall. Please contact the Activity Director at Hilhi for terms of payment and/or a low-income waiver.

HBBA Fair Share Dues Schedule 2009 - 2010

Fair Share Fees Schedule

2009-2010 School Year

	1st Child	2nd Child	3rd Child
Full Year Student			
Fair Share	\$ 250	\$ 225	\$ 200
Total	\$ 250	\$ 225	\$ 200
Marching Season Only			
Fair Share	\$ 200	\$ 175	\$ 150
Total	\$ 200	\$ 175	\$ 150
Non-Marching			
Fair Share	\$ 50	\$ 50	\$ 50
Total	\$ 50	\$ 50	\$ 50

Payment Schedule

	1st Child	2nd Child
Full Year Student		
Week of Band Camp	\$ 150	\$ 125
October 1st	\$ 50	\$ 50
November 1st	\$ 50	\$ 50
Total	\$ 250	\$ 225
Marching Season Only		
Week of Band Camp	\$ 150	\$ 125
October 15th	\$ 50	\$ 50
Total	\$ 200	\$ 175
Non-Marching		
December 1st	\$ 50	\$ 50

Meals for Parent Volunteers at Competitions
\$5 per meal per person

Each student will participate in Band Bingo in the Fall and generate at least \$200 in Bingo Card Sales. No exceptions. cash.

Example - Full Year
Marcher

\$250 Fairshare

	\$200	Bingo
	\$100	HSD District Activities Fee
Total	\$550	

HBBA provides students two meals per day at all fall competitions and bus transportation for our students. We also provide meals at special events and festivals sporadically through out the year. Occasionally, parents will be asked to donate cases of water or other miscellaneous items to help keep our students in great shape for their programs. HBBA works to provide uniforms, band equipment, music and many other expenses that make our programs successful.

For 2009 – 2010 – ALL band students are required to participate in Bingo and sell a minimum of 2 Bingo Cards at \$100 each. After two are sold, the remaining money raised will go to student individual accounts for fees & trip expenses. If you do not wish to participate in band bingo – you are welcome to write a check.

Hilhi Band Boosters Assoc. Fair Share Volunteer Hours

The goal of the Fair Share Hours program is to encourage each family to participate in and benefit from their student’s band program. By participating in the program, you are not only role modeling, but, you are contributing to the future success of the music program, building relationships and supporting your child’s success.

Each family is responsible for volunteering 25 hours for 2 parent households and 12 hours for single parent households. (These hours are regardless of the number of students in your family participating in band).

Each time you volunteer, sign the Volunteer Record book to log your time. A cumulative record is kept for each family by the Volunteer Coordinator. Volunteer hours are maintained on an honor system. Anytime you are working on HBBA Business (some examples are attending board/parent meetings, chaperoning, driving equipment to competitions, and coordinating activities), your time counts for your Fair Share Hours. It is your responsibility to log your volunteer time. If a log book isn’t available when you volunteer, just communicate your times to the Volunteer Coordinator.

If you are unable to complete your volunteer hours, you may “buy out” your hours at \$20.00 per hour. (Volunteer hours not completed by the end of April will be billed in

May.) Scholarships for fair share hours are available at the sole discretion of Mr. Fotland. This must be approved by September 30, 2008.

*******IMPORTANT*******

To be eligible for the band trips, families need to be current in their Fair Share Programs (Volunteer Hours and Bucks). This is cumulative for your school years.

Participation in Fair Share Programs is mandatory for students holding position of leadership in the band (Drum Majors, Band Officers, and Section Leaders). To be eligible for leadership positions, students must be current in their Fair Share Programs. This is cumulative for the students' school years.

Sample Volunteer NEEDS

Car Wash Coordinators(s) and supervisors, Bingo Coordinator and team members, Band Camp Volunteer(s), Section Parents, Football Game Chaperones, Snack Shack Coordinator, Snack Shack Workers, Uniform Parent (Sheila Patrick), Uniform Assistants, Pit Boss (Rob Benton), Pit Crew, Compound Boss and volunteers, Chuck Wagon, Competition Chaperones, Sees Candy Sales Coordinator, Entertainment Book Coordinator (Pam Peterson), Restaurant Fundraiser Coordinators

Parade Chaperones:

Grand Floral Parade – June 9

4th of July Parade

Homecoming Parade

Thanksgiving Parade

Super Bowl Pizza Card Blitz Coordinator (Sheila Patrick), Jazz Competition Chaperones/Drivers, Spaghetti Feed Coordinator, Silent Auction Coordinator, Band Awards program coordinator.

To see a current list of volunteer needs year-round – visit the website!

Letter of Mutual Consent

I, the undersigned student, accept membership in the Hillsboro High School Band and understand that I am responsible for all of the policies as set forth in the Band Handbook. I fully agree to carry out my responsibilities to the very best of my ability.

(Student Signature)

(Date)

I, the undersigned parent or guardian, have read and understand the policies set forth in the Band Handbook. I also grant full permission for my child to be an active member of the Hillsboro High School Band. In addition, my child has full permission to attend all band functions. Furthermore, I understand that I must meet all financial and volunteering obligations as set forth in the guidelines.

(Parent Signature)

(Date)

Type of Instrument: _____

Manufacturer: _____

Serial Number: _____

Parent email: _____

2009 – 2010 MEDICAL INFORMATION FORM

STUDENT

SEX (M) (F) BIRTHDATE __/__/____

INSURANCE CARRIER: _____

POLICY NUMBER: _____

PARENTS/SUBSCRIBER: _____

PLEASE COMPLETE THE QUESTIONS BELOW. It is important that we have medical information in order that we may care for your student in case of emergency.

1. DOES THE STUDENT HAVE CHRONIC HEALTH PROBLEMS? _____

_____.

2. IS THE STUDENT ALLERGIC TO ANY MEDIACATIONS? _____

_____.

3. DOES HE/SHE HAVE ALLERGIES? _____

_____.

4. IS HE/SHE CURRENTLY TAKING ANY MEDICATION(S)? _____

_____.

5. WHAT IS THE DATE OF THE STUDENT'S LAST TETANUS SHOT? _____

_____.

6. PLEASE LIST ANY ADDITIONAL PERTINENT INFORMATION WE SHOULD BE

AWARE OF. _____

_____.

FAMILY PHYSICIAN: _____

TELEPHONE & ADDRESS: _____

In case of minor illness, the Hillsboro High School band director or chaperones of the Boosters have my permission to give over the counter drugs such as Tylenol, Maalox, Sudafed, Ibuprofen or Dramamine to my son/daughter.

YES _____ NO _____

Medical RELEASE Form
Hillsboro High School Band, Hillsboro, Oregon
2009-2010 Consent for Medical Treatment

TO WHOM IT MAY CONCERN, I, the undersigned parent of guardian of:

Name of Student _____

Date of Birth _____

Hereby grant authority to the Band Director or any chaperone of the Hillsboro High School Band Boosters Assoc. standing in loco parentis, to obtain any emergency medical and/or surgical procedures from a physician or hospital emergency room physician on behalf of the above mentioned minor.

Signature: _____ **Date:** ___/___/___

Parent's Printed

Name: _____

GENERAL Information

Student: _____ Phone: _____

Address: _____

City: _____ State: OR Zipcode: _____

Father's Name: _____ Day Phone: _____

Employer: _____

Mother's Name: _____ Day Phone: _____

Employer: _____

ALTERNATE TO NOTIFY IN CASE OF EMERGENCY

NAME: _____

Relationship to Student: _____ Phone: _____

City: _____ State: OR Zipcode: _____

FINANCIAL CONSIDERATIONS:

For and in consideration of emergency services and goods rendered by or through the attending physician(s), the undersigned hereby guarantees payment in full, immediately upon receipt of the final billing.

SIGNATURE: _____ **DATE:** _____

ABSENCE FORM

This form must be completed and turned in one week in the advance of any anticipated absence by a band student. (Excluding emergencies)

Student Name: _____ Today's Date: _____

Date of anticipated absence: _____

Reason for absence: _____

Please be specific! The policy is quite simple. If the school will excuse it, we will excuse it. If the school will not, we will not. "Important matters" or "family matters" are not considered excusable by the school.

Hillsboro High School will excuse for Death in the Family, Religious Holiday, and illness with a doctor's excuse. The doctor's excuse must be submitted to the school attendance office and a copy placed with the band director.

Parent Signature

Student Signature

All forms must be submitted to the Director of Bands and will remain on file in the band office for a period of one year.

Director's Signature

Date

RECURRING FIELD TRIP PERMISSION FORM

Dear Parent or Guardian:

Because of your child's involvement with our band, he/she will be taking part in a series of field trips during the course of the year. * A tentative agenda of schedule trips is contained in the Band Handbook.

All special activity trip regulations, local school rules, as well as those outlined in the Students' Rights and Responsibilities brochure will be enforced.

Please be advised that the school will take every precaution to provide for the safety of your child on each band trip. You are requested to grant permission for you child to attend and participate. You are also requested to relieve the school, the area and county boards, the administrators, the band director, and chaperones of liability for any accident that may occur on these trips.

Geoff Fotland
Band Director

Dear Band Director:

I grant permission for my child, _____, to go on the trips associated with band according to the *tentative agenda/schedule in the Handbook for the year. I relieve the school, the area and county boards, the administration, the band director, and chaperones of liability for an accident that may occur.

(Parent or Guardian)

(Date)

*The dates contained in this Handbook are tentative and may change with out notice. Events may be added and/or deleted. It is the parent's/guardian's/student's responsibility to check the Band calendar at www.hilhibandassoc.org on a regular basis and subscribe to the yahoo group broadcast email updates to receive the most current information.

The Parent Profile Form

The key to our successful program is the support of staff, students, and especially, the PARENTS. If you can be of assistance in any of the following areas, please volunteer your time and talents. Volunteer fair share hours can be logged for any of the following activities. There is nothing more rewarding than being an active member of a fine organization, and your involvement speaks volumes about how you value the choices your child makes. Full volunteer details are on our website www.hilhibandassoc.org.

- _____ Phone Tree
- _____ Snack Shack (at Home Football Games)
- _____ Chaperoning trips
- _____ Marching Compound (fall competitions – set up/break down)
- _____ Pit Crew (Marching competitions)
- _____ Computer Work
- _____ Fundraising Committee – a wide variety of service is needed!
- _____ Uniforms – sorting, organizing, sewing
- _____ Equipment Maintenance (trailer, storage boxes, instrument repair)
- _____ Carpooling

Please put me on the list for the above areas of service. I understand I will be contacted by the volunteer coordinator to get complete information and commitment levels.

Parent

Phone: _____ Email: _____

Hillsboro School District 1J

Parent Permission for Publication of Student Photo

June 11, 2009

Dear Parent:

It is our practice when preparing work for external publication or on the internet to seek parent permission before including their child's photo. In order to include your child's photo described below, we must have your signed permission. Last names of students will NOT be used on Internet projects. Please review the information, sign it and return to school.

If you have questions, please call me.

Staff Person: Geoff Fotland, Band Director at Hilhi

Phone: 503-267-9563

Sign and Return to School

Staff Person, Geoff Fotland and HBBA (Hillsboro Band Boosters Assoc.), has my permission to publish a photo of my child _____ for an external publication or on the Internet.

The Project will be published and updated through out the year.

Additional information: Primarily the www.hilhibandassoc.org website.

I understand that my child's full name will not be published on the Internet.

Parent Signature

Date

Daytime Phone

Evening Phone

**Hillsboro High School Band
Scholarship Request Form 2009 - 2010**

Date: _____

Student: _____
Last Name, First Name

Student ID Number: _____

Parent(s)/Guardian(s) Names:

Address: _____, _____, OR,
_____ Street/Mailing Address City Zipcode

Phone: _____

Email Address: _____

Please write a brief description of why you are in need of a scholarship (financial or volunteer hours):

_____.

Circle: I am applying for a financial scholarship I am applying for a Volunteer
Hour scholarship

I understand that if I am awarded a fair share scholarship by HBBA of up to a maximum of \$200.00, I _____ (student), agree to work with Mr. Fotland in

the band room on a variety of assignments such as clean up, staging, organizing, office clerical work etc. at a rate of \$8.00/hr.

Scholarship Amount Awarded: \$_____.00 Volunteer Hours Awarded:

Acceptance: _____

Geoff Fotland, Band Director

Student

Parent

**Hillsboro High School
Marching Band Participation Agreement 2009-2010**

I understand that my personal commitment to practice and cooperate with the Marching Band is critical to the success of the band program as a whole.

I agree to attend ALL Marching Band practices.

I agree to attend ALL Marching Band competitions.

I agree to arrive on time for all practices and performance calls and to come with a positive attitude, musically prepared and physically ready to perform.

I agree to memorize my music, routines, and drill and to perform and participate at my personal best.

I understand that my participation in the Marching Program is directly related to the outcome of my grade in Concert or Symphonic Band.

I pledge to participate with my fellow band members to promote comradery and cooperation of effort towards performance excellence

I agree to use school district provided and scheduled transportation to all band activities including football games and marching competitions to and from.

DATE _____

Student Band Member Signature

DATE _____

Parent/Guardian Signature

