



**NHS MARCHING BAND**

**&**

**COLOR GUARD**

**2015/2016**

**WINTER GUARD**

**HANDBOOK**

November 2015

Dear Parents,

Welcome to the upcoming Newtown Winter Guard season. With the experienced leadership of our returning members, and the talented new students, I look forward to an exciting, successful season.

The information provided on the following pages should provide you with as much knowledge as possible concerning our outstanding program. Some of the information may be subject to change based on special situations.

I encourage all parents to be active in some capacity with our program. Direct parental support is one of the keys to the quality and success of our program.

Sincerely,

Kurt Eckhardt

Director of Bands  
Newtown High School

### **Mission Statement**

The Newtown High School Marching Band & Guard aspires to learn and practice the ideals of united teamwork through a positive, caring and disciplined environment. We are committed to excellence in performance which challenges us to reach higher than we thought possible. Participation in the Newtown High School Marching Band & Guard will be an enduring experience that will positively affect us for a lifetime.

## Winter Guard

Referred to as the “Sport of the Arts”, Winter Guard combines the elements of music, dance and military like precision. It is a performance art in which guard members perform a choreographed routine using flags, sabres and rifles. Guards are judged on use of equipment, movement, ensemble analysis and general effect. There are hundreds of Winter Guard teams across the United States, and throughout the world. Each week, the Newtown Winter Guards will travel to MAC, WGI or other competitions where they will compete against guards in their class. The 2015 Winter Guard season runs from February to April, 2016

**All three NHS Winter Guards are programs of Newtown High School. They are under the direction of the Newtown High School Band, and its director, Kurt Eckhardt. Even though practices take place at other schools in the district, Winter Guard is considered a Newtown High School program. ANY issues or concerns about Reed Intermediate or Newtown Middle School should be brought to Kurt directly, before contacting administrators at those schools.**

**Mr. Eckhardt's email is: [eckhardtk@newtown.k12.ct.us](mailto:eckhardtk@newtown.k12.ct.us).**

This year we have 3 classes: **Scholastic Open** (Varsity); **Scholastic AA** (Junior Varsity); and Junior.

**MAC** stands for **Musical Arts Conference**. It is regional conference with schools from Connecticut, New York and New Jersey as members. All of Newtown's Winter Guards are consistently gold or silver medalists at MAC Championships. MAC is a non-profit organization formed by music educators to create a professional and educational outlet for middle school and high school ensembles to compete in. Information about each week's MAC show, scores and directions to the shows can be found on the MAC website, [www.musicalartsconference.org](http://www.musicalartsconference.org)

The varsity guard also competes in regional **WGI (Winter Guard International)** events. These competitions may involve overnight travel. Shows at the WGI level feature guards from across the United States and Canada. The WGI World Championships are held in Dayton, Ohio in April. Newtown Winter Guard is planning on participating in the championships again in 2016. In 2010, Varsity finished ranked 19<sup>th</sup> in the world. NHS Winter Guard has consistently finished in the top 35 guards in the nation. The WGI website is [www.wgi.org](http://www.wgi.org)

The guards may also compete in **USBands (United States Scholastic Band Association)** and **SWC (South West Conference)** competitions.

### 2015/2016 Season FEES

The projected operating cost for the 2015/2016 season is \$36,000 (not including Varsity's WGI Dayton travel costs.) This program is almost entirely funded through its “pay to play” fees. Bus transportation is paid for through the band department budget. Much of the equipment is owned by the NHSBPC, including flag poles, flags, sabres, equipment bags, floors, props and equipment carts. Some additional items must be purchased by the guard members.

**Varsity: \$825 Fee [\$100 deposit] plus approx. \$TBD for Dayton (paid separately)**

Includes: Uniform & accessories

Show Shirt,

Staff salaries,

Truck rental for equipment transport,

Flag Design & manufacturing,

Circuit fees for participation in WGI events,

WGI practice space rental at Regional Events

Hotel for WGI overnight trip to NJ

Transportation to WGI Regional events out of state in Salem, MA and West Long Branch, NJ

**Junior Varsity: \$550 fee [\$100 deposit]**

Includes: Uniform & accessories,

Show Shirt,

Staff salaries,

Truck rental for equipment transport,

Flag design & manufacturing

**Juniors: \$350 fee [ \$100 deposit]**

Includes: Uniform & accessories,

Show Shirt,

Staff salaries,

Truck rental for equipment transport,

Flag Design & manufacture

Additional expenses might include: Rifles, jackets (Juniors and JV) Track suits (Varsity) gloves, tape, food at all events, (including overnight trips) and supplies for the “guard box” (First aid items, Tylenol, ice packs etc ) Chaperones and floor crew usually get free admission to competitions, but not always.

Fee Payment: All checks should be written to NHSBPC. Fees are usually broken down into three payments.

**1/3 due by December 15, 2015**

**1/3 due by January 15, 2016**

**Balance of fees due on or before March 15, 2016**

## **Fees may be offset by fundraising, including Poinsettia Sale, Pie Sale, Scrip, etc.**

If fees are not paid in a timely manner, the NHS Band program may exclude guard members from participation due to liability factors.

NHSBPC is willing to set up payment plans for fees, with prior NHSBPC Board approval. Please discuss with the NHSBPC Treasurer Anne Spillane

**(The Varsity's Dayton trip will be subject to its own payment plan.)**

Refund of Fees: The fees are based on a budget for the entire season. All programs are self-supporting and a commitment needs to be made to the guard, instructors and staff. Any refund decision will be decided upon by the NHSBPC Board.

No refund will be given if a member is removed from the program due to conduct violations. No refund will be given if a member quits the guard during the season. Deposits will not be refunded.

## **FUNDRAISING**

### **NEW DISTRICT POLICY**

**ALL FUNDRAISERS IN THE NAME OF ANY NEWTOWN HIGH SCHOOL ORGANIZATION MUST BE APPROVED BY SCHOOL ADMINISTRATION PURSUANT TO BOE POLICY 7-601. THERE IS A FORM WHICH MUST BE FILED AND APPROVED BEFORE ANY FUNDRAISING ACTIVITY BEGINS.**

**All fundraisers must be approved by NHS Band Parent Board prior to submission to School Administration.**

*Raising funds for fee payment is an important part of our program. Please contact your guard coordinator or the NHSBPC Treasurer with any questions about fundraising.*

Fundraising is used to offset fees, merchandise and banquets. Your child's account can be carried year to year, and passed from sibling to sibling.

## **CURRENT/RECENT GUARD-WIDE FUNDRAISING**

- 1) Poinsettia Sales Nov. 17 - Dec. 4. 50% of sales goes directly to your child
- 2) SCRIP is ongoing. Go to [www.shopwithscrip.com](http://www.shopwithscrip.com) to sign up. Gift card rebates range from 2% (groceries) to 18% AMC movies and specialty retailers. 50% of the rebate goes to your child, 50% to NHSBPC.
- 3) Newtown Arts Festival ~ Pumpkin Painting Booth
- 4) Lyman Orchard Pies

## DAYTON FUNDRAISING IDEAS

- 1) Holiday Craft Fair ~ November 28, 2015
- 2) Shake-A-Can ~ Feb 2016
- 3) Pasta Party/Silent Auction
- 4) Wine Tasting – March 4, 2016
- 5) Chocolate Sale
- 6) Restaurant Nights ~ March 2016
- 7) Home Show Merchandise Table
- 8) Other?

## 2015/2016 Personnel & Practice

**Program Coordinator:** Bob Findley

**Director:** Kurt Eckhardt, NHS Director of Bands

### Staff:

**Varsity:** Janos Pergely, Tori Whittington, Bob Findley, Conor Kovatch

**JV:** Janos Pergely, Bob Findley, Jess Sideleau, Amanda Glaser

**Junior:** Bob Findley, Sarah Coleman, Liz Wolf

### Guard Parents:

<b>Varsity-</b>	Theresa Coleman	<a href="mailto:theresacoleman@charter.net">theresacoleman@charter.net</a>	203.610.5125
	Debbie Glaser	<a href="mailto:dglaser5161@sbcglobal.net">dglaser5161@sbcglobal.net</a>	203.470.8636
	Brenda Risko	<a href="mailto:blr111958@sbcglobal.net">blr111958@sbcglobal.net</a>	203.628.6452
	Kathryn Wolf	<a href="mailto:scottwolf02@gmail.com">scottwolf02@gmail.com</a>	203.470.8173
<b>JV-</b>	DeeDee Holcomb	<a href="mailto:dholcomb@charter.net">dholcomb@charter.net</a>	203.885.6751
	Michele Payne	<a href="mailto:mlpayne92@aol.com">mlpayne92@aol.com</a>	203.788.4328

**Juniors-** TBA

**Winter Guard E-mail:** [NHSWINTERGUARD@GMAIL.COM](mailto:NHSWINTERGUARD@GMAIL.COM) or [dglaser5161@sbcglobal.net](mailto:dglaser5161@sbcglobal.net)

## Practice Schedule

**Juniors:** Reed School Cafeteria, **Monday & Wednesday**, right after school- 5:00 pm

**JV:** Reed School Cafeteria, **Tuesday & Thursday**, 5:30–9:00 pm

**Varsity:** Reed School Cafeteria, **Monday & Wednesday**, 5:30-9:00 pm

If school is cancelled due to bad weather, practice is cancelled . **Count on Saturday practices** throughout the competitive season, with JV and Varsity starting Saturdays before competitions begin.

### Practice Chaperones for JUNIORS

At the request of the staff, one parent chaperone is requested at each practice. This is for the safety of all of the participants. If your child is in a guard you will need to volunteer to chaperone at practice during the season. Work with your Junior Guard Mom, to schedule your practice dates.

### Masonite

**Only** janitors at Reed school are allowed to touch/move the **masonite carts**. Guard members may remove Masonite pieces, and return them to the carts but no guard member nor parent should ever attempt to maneuver, ride on or in any way interact with the carts.

### Performance Chaperones

Several chaperones are needed for each guard on show day. The performance chaperones will need to be at the school at least 30 minutes before the buses are scheduled to leave. They will ride the buses with their guard, and stay with them until the end of the day, when the buses return to the school. **Chaperones will not leave the school until all members of their guard have been picked up.** Performance chaperones will be given MAC passes to they have admission and access to all areas with their guard. Junior Guard members need to stay with their chaperones the entire time at the show. Sign up to chaperone with your guard mom

**ALL CHAPERONES FOR OVERNIGHT TRIPS MUST BE FINGERPRINTED BY NEWTOWN POLICE DEPT. AS IT IS POLICY OF THE NHSBPC BOARD.**

### **Saturday ~ Competition Schedule**

February 6: Brookfield HS and Monroe "Masuk" HS  
February 13: Naugatuck HS (Juniors/JV), Salem, MA (Varsity)  
February 20: New Milford HS and Bethel HS  
February 27: **\*\*NEWTOWN HOME SHOW\*\***  
March 5: Bunnell HS (Stratford, CT)  
March 12: West Hill HS (Stamford, CT)  
March 19: Danbury HS (Junior/JV), WGI West Long Branch NJ Regional (Varsity)  
March 26: **\*\*NEWTOWN WINTER EXTRAVAGANZA\*\***  
April 2: MAC Championships ~ Trumbull HS  
April 6 - 10: WGI WORLD CHAMPIONSHIPS DAYTON (Varsity only)

## **\*\*Newtown Home Show February 27 & Newtown Winter Extravaganza– March 26, 2016**

This show requires the assistance of ALL Guard parents to assist in functions ranging from setup, parking, ticket sales, food preparation and sales, guard staging etc This event raises funds to keep our program running. Chairperson: Theresa Coleman

### **Floor Daddies**

Floor Daddies are responsible for transporting guard equipment to events. A truck is usually rented for the events and is driven by a floor daddy to the performance site. Daddies unload the equipment and stay with the floor during staging. They help spread the floor and clean up the floor and guard equipment after the performance. Equipment they transport includes the heavy vinyl floors used to protect the gym floors during performances, any scenery or props etc The Floor Daddies usually get free admission to MAC events and WGI events.

### **Communication**

The majority of the information will arrive via e-mail; if you do not have an e-mail address, please get one so that you are receiving the same information as everyone else. Each week the Saturday practice and performance schedule will be sent to members via e-mail. E-mails will come from the Winter Guard e-mail address, which is administered by the Winter Guard Parent Coordinator (Debbie Glaser) The NHSBPC will also send out notifications of various activities, so you may see their address too. E-mail addresses are gathered for the sole purpose of communication by the Newtown Winter Guard , NHSBPC and are not to be used by any member for personal use or business solicitation.

*It is the responsibility of the guard members to listen for information about uniforms, schedule changes, practice times etc that are discussed during guard practices. Parent coordinators are not always aware of all the information presented at practices, so the guard members must be attentive to staff and information they communicate.*

### **Attendance**

Attendance at all practices and performances is required. If a member is not at practice, they are not learning the show. If they are not present for a performance, there is a hole in the drill and this detracts from the effect of the show. When a student decides to become a member of the guard, the show is written with bodies in specific positions and performing specific actions. If the member is not there, the guard is not complete. Commitment starts at the first practice, and does not end until championships are over.

The staff is aware that emergencies arise which may necessitate absence from a rehearsal or performance. To be as fair as possible to these and other concerns, the following attendance policy will be used for all members of the guard starting with the first day of practice and continuing through Championships:

1. Members must attend all rehearsals and performances. An excuse for any planned absence from a rehearsal or performance must be submitted to the coaches in advance. Students & parents may discuss the circumstances surrounding the excuse with the coaches prior to the date of the absence.



2. Members who become ill on the day of a rehearsal or performance should **call** the coaches or captains. **(No e-mail or text messages.)**
3. Members who are absent from school due to medical, religious, or family reasons are considered excused from a rehearsal or performance on the same day.

### **Discipline**

Because of the nature of the organization, guard discipline must, out of necessity, be strict. Because guard members are constantly on display, each member must always be aware of the importance of good behavior. Any misconduct is a direct reflection on the guard and school and may well undo the good work of many loyal students. Any student who discredits the guard by their conduct whether at school or on a trip, shall be subject to dismissal from the guard in addition to disciplinary action by the school. Students who are repeatedly disciplined by school authorities for violation of school policies are a liability to the program and will be subject to dismissal.

We support the parent who feels that in order to get their child to do better in his/her school work, or to punish the student for misconduct at home, their child should not be allowed to come to guard practice. However, if the parent chooses to use this form of discipline, the parent will need to remove the student from guard.

### **Conduct Rules**

1. Drinking alcoholic beverages and taking unauthorized prescription drugs will not be tolerated and will cause immediate dismissal.
2. Smoking, dipping, and chewing of tobacco products will not be tolerated.
3. All students are expected to behave properly at all times. Anyone guilty of gross misbehavior will be dismissed.
4. Absolutely no hazing or initiation of anyone or of any form will be tolerated.
5. All school rules (including smoking) will be strictly enforced. The Music Department and the school authorities will deal with any infraction of these rules.
6. Absences from regularly scheduled rehearsals will not be tolerated and may result in the loss of membership. All sectional rehearsals are mandatory.
7. Talking during rehearsal while instruction is being given by staff or student leadership will not be tolerated.
8. Insubordination directed toward staff or student leadership will not be tolerated.
9. Courtesy and respect is expected at all times.
10. **Public displays of affection are inappropriate AT ANY TIME during a guard event. This includes rehearsals, bus rides, competitions, etc.**
11. The reputation of the Newtown Winter Guard program will be built on quality of character and sportsmanship. We expect your best.
12. **At competitions, every guard member must be with at least one other NHS GUARD member at ALL times. (Not another NHS student, but a NHS GUARD member.)**
13. **The only persons allowed in the Guard Rooms at events are NHS Guard Members, Staff, Chaperones & immediate family. No boyfriends, classmates or friends.**
14. **Boyfriends & friends of guard members can help the pit daddies, but may not be with guard members during warm-ups and pre-show preparation.**

## **BUS RULES**

**Only members of the NHS Winter Guard, chaperones and instructors will be permitted to ride the buses to and from competitions. NO SIBLINGS DUE TO INSURANCE REGULATIONS**

1. ALL rules and regulations for riding the school bus are in place at ALL times.
2. On overnight trips, ALL bags will be checked before leaving school grounds.
3. No one gets on or off the bus until the staff gives you permission.
4. No excessive loud noise, no profanity, stay seated when the bus is moving no limbs or heads outside windows, or throwing objects around or out of the bus.
5. Personal bags should go under seats and not in the aisle.
6. Students should remain seated and quiet until given permission to unload.
7. If any written information, schedules, gate passes, etc. need to be distributed, this will be done by the adult chaperone posted at the front door of the bus. The information should be given to the students as they exit the bus.
8. Students should clean the bus and check for personal items before leaving the bus. When returning to NHS no one leaves the bus until it is clean. The chaperones will supervise this.
9. There will be no eating on the bus, unless authorized by the director.
10. Emergency exits are for emergencies only. There will be no loading or unloading of students or equipment from emergency exits.
11. Chaperones are the authority on the bus. Problems will be reported to the director for disciplinary action.
12. No siblings are allowed on the bus.

## **Parental Pick-Up Policy for all Performances**

*While it is preferred that the students stay for the duration of any performance that they attend, sometimes it is necessary for a student to leave early with a parent or guardian from a performance. If this need should arise, the following steps need to be taken so the rest of the group is not waiting around for a student who has already left.*

1. *The student can leave an event with their parent or guardian only unless the parent has previously provided a note and the child is leaving with another known guard parent. No sibling or non-guard parent will be allowed to remove a child.*
2. *A note stating who will be picking up the student and when they will be leaving must be submitted to Bob Findley or a Guard Parent no later than 1 day before the scheduled performance.*
3. *Under no circumstances may students leave the competition site without prior parental written request and subsequent director approval.*
4. *Before leaving a performance, any student not returning with the rest of the group must confirm their departure with Bob Findley or their Chaperone. (All chaperones will have a list of students who will not be returning with the rest of the group). Parents must present*

*themselves in person to either Bob Findley, or their child's Chaperone before the student is allowed to leave a performance.*

- 5. Due to the safety and liability issues at hand, violation of any of these rules is considered serious and subject to school disciplinary measures.*

*If you have any questions regarding this policy, please call Mr. Eckhardt at (203) 270-6150, ext. 1173.*

## To All Guard Chaperones

- 1) Please sign the list for any competitions you wish to chaperone. You may sign up for more than one, but may not be able to chaperone all that you volunteered for. We will try and give everyone a chance to go to as many shows as possible.
- 2) Chaperones on each trip are responsible for the guard members on their bus.
  - Every chaperone needs to have a cell phone. Keep it on, as someone may need to reach you.
- 3) When we are at the competition site you may be asked to do a number of jobs to help the guard prepare for competition. Including:
  - Remain with the guard as they warm up.
  - Remain with the guard in their assigned room before the performance
  - Collect and carry equipment and props
  - Escorting guard members to rest rooms
  - Carrying first aid kit
  - Mending uniforms and/or flags
  - Remind the guard members to pick up all garbage before leaving their assigned classroom and on the bus at the end of the trip
  - Do a bus check for items left behind and bring to the band room
- 4) Please be aware that chaperones may have to pay their own admission to some competitions. This will also include hotel fees at the overnight competitions.
- 5) NO siblings are allowed to accompany you if you are a guard chaperone. As a chaperone, you are responsible for the safety of our guard students.
- 6) Chaperones will be contacted before each competition trip to verify that you are still available to chaperone that trip.
- 7) All problems or potential problems including health problems must be reported to a staff member or head chaperone. Any discipline is the responsibility of the staff.
- 8) After each competition ensure that no students are left waiting alone at the school for their ride.

### OVERNIGHT TRIPS:

In addition to the above, Chaperones on Overnight Trips will have additional responsibilities:

- 1) Meet with staff prior to the trip to discuss policies, procedures, floor plans, room assignments, medical and special circumstances, itinerary, etc.
- 2) Assist in luggage check.
- 3) Take attendance prior to departure and after each boarding.
- 4) Remain with the band during the competition.
- 5) Remain with the band when returning to the hotel at the end of the day and stay with the band during hotel free time. Monitor halls, pool, game and outside areas.
- 6) Keep students aware of schedule changes.

- 7) Room check at curfew – rotate patrolling hallways and grounds before curfew.
- 8) Even though students should have wake up calls/alarm clocks, ensure that students are up and ready to move at start of day.
- 9) Accompany students and staff to all events.
- 10) At locations such as museums, city walks, etc., Students check in with chaperones according to room assignments and predetermined times. Chaperones should compile a list of cell phone numbers for the students they are supervising. They should also give students their cell phone number.
- 11) One chaperone on each bus will be in charge of medical forms and first aid kits.
- 12) Assist occasionally with equipment transportation
- 13) Chaperones are not expected to pay for the trip. They are fulfilling an important service for the band.
- 14) From the students, expect *nothing less*, than *complete* cooperation, courtesy and respect. If this is not the case, report the student(s) immediately to the director.
- 15) The band director reserves the right of approval for all chaperones.

**QUESTIONS OR CONCERNS AND ANY ISSUES REGARDING ATTENDANCE AT PRACTICES AND COMPETITIONS SHOULD BE ADDRESSED TO THE STAFF.**

**Key Phone Numbers:**

Kurt Eckhardt	203.733.6017
Bob Findley	203.395.7836
Janos Pergely	203.450.0060
Tori Whittington	203.907.6017
Jess Sideleau	203.770-4802

**NHSBPC: What is it?**

It stands for the Newtown High School Band Parents Corp., our official name. We are the parents and booster support group for the various band and color guard programs at Newtown High School. We are members of the Musical Arts Conference (M.A.C.), and United States Scholastic Band Association (USSBA.)

**What do we do?**

- Provide chaperones for competitions & trips
- Coordinate truck rentals
- Coordinate banquet, trips, etc.
- Load, deliver, setup & breakdown of equipment at practices & marching band competitions
- Coordinate all fund raising activities
- Design, procure materials and build props

- Provide funds needed for annual direct & capital expenses
- The Bottom Line: We support & assist the various band / color guard programs in any way that we can and WE ENJOY IT!!!!

### **When do we meet?**

We meet on the third Wednesday of every month. Meetings are at 7:30pm at the High School. Watch the monthly newsletter for room assignments.

Our website: [www.newtownbandandguard.weebly.com](http://www.newtownbandandguard.weebly.com)