



COURTLAND BAND PARENTS' ASSOCIATION

P.O. Box 155
Spotsylvania, VA 22553

MEMBERSHIP APPLICATION FORM

Date: _____

Student Name: _____

Parents'/Guardians' Names (all names please):

Address: _____

_____ ZIP _____

Phone: _____

Parent's E-mail Address: _____

Student's E-mail Address: _____

Grade: _____

Instrument: _____

T-shirt size: _____

COURTLAND BAND PARENTS' ASSOCIATION
P.O. BOX 155
SPOTSYLVANIA, VA 22553

MEMBERSHIP FEE FORM

Each member will pay a \$200 membership fee and a \$150 transportation fee: \$50 due at sign-up, and \$100 due on the 15th of the months of August, September, and October. The membership fee will go toward the cost of your band T-shirt, uniform cleanings, new shoes, gloves, uniform accessories, instructors, show & music, newsletters, awards, and competition fees. The transportation fee covers transportation to everything except Spring Trip. In addition, your child will be expected to participate in four mandatory fundraisers or pay the opt-out fee; typically \$25 per fundraiser. If any member experiences difficulty in meeting these obligations, the Treasurer can develop an alternative schedule. Student account points may be used to help pay your fees.

Please read the following statement extracted from the CBPA Constitution and Bylaws:

Article III, Section 7:

“Near the end of each school year any student wishing to sign up for the following year’s band membership must pay all dues, fees or fundraising obligations (past due monies) owed to the band from prior years or the current year as of the date of sign-up (typically in mid-May).

If the published payment schedule presents a hardship to a student and his/her family other arrangements can be made to extend these payments into November of the current school year. The day of the final November payment shall be the second Tuesday of that month. Any such arrangements shall be kept confidential between the student/family and the CBPA treasurer.

Additionally, prior to a sign-up for further activities (e.g., winter activities, spring trip) all monies still outstanding and extended payment arrangements need to be paid in full. Applications for such activities shall not be accepted from students in arrears.”

I have read and understand the above statements. I agree to pay all Dues payments on or before the due date unless other arrangements have been made with the Treasurer.

Parent’s/Guardian’s Signature

Date

Make checks payable to “CBPA”.

ANY AND/OR ALL MEMBERSHIP FEES ARE NON-REFUNDABLE

COMMONWEALTH OF VIRGINIA:

CITY/COUNTY OF _____ TO WIT:

The forgoing instrument was subscribed and sworn to before me, a Notary Public in the above referenced jurisdiction, this _____ day of _____, 20____, by

_____.

My commission Expires: _____

Notary Public

MUST HAVE A NOTARY SEAL

COURTLAND BAND PARENTS' ASSOCIATION
P.O. BOX 155
SPOTSYLVANIA, VA 22553

PARENTAL PERMISSION - FUNDRAISING

By-laws, Article III, Section 2, Bullets 6 and 7

All students are expected to participate in fundraising projects except where there may be a religious objection. At the beginning of each fundraiser, students will be told the participation goal. If a student does not reach the participation goal, he/she is obligated to make up the difference by direct payment to the CBPA. Monies paid to the CBPA for fundraiser participation are due on the published final day of that fundraiser. The fundraiser participation payment will be treated in accordance with the terms for payment outlined in the eighth bullet of this section.

The above guidelines are the basic rules. With each fundraising project the student will be given a set of rules pertaining specifically to that project. These rules will be simple, clear and to the point so that each student will know how many points can be credited to the student's account from that project and the rules must be followed exactly, as they will be enforced.

PARENTS'/GUARDIANS' CERTIFICATION

I hereby grant permission for my child, _____, to participate in all fundraising projects for the Courtland High School Band. I understand there will be at least 4 mandatory fundraisers this year and my child will either participate or pay the "opt-out" fee, which is typically no more than \$25 each. Many fundraising opportunities will be offered throughout the year so the cost of Dues may potentially be offset. There will be fundraisers where Community Service Hours will be offered, these will not be mandatory and no points will be generated. I assume full responsibility for payment of all moneys due from these fundraising projects.

Date

Parent/Guardian Signature

STUDENT CERTIFICATION

I, _____, hereby certify that I have read and fully understand the above stated guidelines for fundraising activities of the Courtland High School Band program and I pledge my full cooperation in observing the rules of each fund-raising activity.

Date

Student Signature

ARTICLE IV, SECTION 5, BULLET 11 - Any moneys not paid within fourteen (14) days on any debt incurred will be automatically withdrawn from Student's account.

COURTLAND HIGH BAND PARENTS' ASSOCIATION
P.O. Box 155
Spotsylvania, VA 22553

AUTHORIZATION CONSENT

I, _____, lawful parent or guardian of _____ hereby appoint Courtland High School Band Parents' Association to be my lawful attorney in fact (agent) to perform any and all acts that I might perform if I were present for the following purposes:

Address: _____ Home Phone: _____
_____ ZIP _____ Work Phone: _____

Student's Date of Birth: _____ Student's Weight: _____

To authorize any and all emergency medical treatment for the health and well being of the aforesaid child while participation in any Band activity including, but not limited to, practices, games, trips, and competitions.

Please list TWO (2) emergency phone numbers (other than home):

Name _____ Phone# _____

Name _____ Phone# _____

Medical History:

Does the above student have any allergies (food or medications)? _____

If yes, please explain: _____

Does the above student have any long term medical problems we should be aware of? _____

If yes, please explain: _____

Do you wish chaperones to provide your child with pain medication (i.e., aspirin or Tylenol) for headaches and/or cramps? _____

Name and address of Health Insurance Company:

Subscriber: _____

Policy #: _____

Phone #: _____

DATE _____

SIGNATURE (parent or guardian) _____

COMMONWEALTH OF VIRGINIA:

CITY/COUNTY OF _____ TO WIT:

The forgoing instrument was subscribed and sworn to before me, a Notary Public in the above referenced jurisdiction, this

_____ day of _____, 20____, by _____.

My commission Expires: _____

Notary Public

MUST HAVE NOTARY SEAL

PARENT PARTICIPATION

The success of the Courtland Band depends upon the support from the parents. Please VOLUNTEER for more than one duty. YOU MAY VOLUNTEER ONLY ONCE (PER STUDENT) FOR EACH CATEGORY. Everyone should volunteer for concessions because of the large number of people needed at each home game. It is not mandatory to volunteer, but we need you! Parental participation is an important part of our organization, not to mention, it's a lot of fun!

- _____ PIT CREW: Need 7 Volunteers for each performance.
- _____ CHAPERONE: Summer Band Camp. Need 2 volunteers for each day.
- _____ CHAPERONE: Friday Night Games. Need 6 volunteers for each game.
- _____ CHAPERONE: Saturday Competition. Need 6 volunteers for each competition.
- _____ CONCESSIONS (JV): Midweek Night. Need 3 student and 2 parent volunteers for each game.
- _____ CONCESSIONS (VAR): Friday Night. Need up to 8 volunteers for each game.
- _____ 50/50 Raffle: Friday Night Game. Need 2 volunteers for each home game.
- _____ FIELD CLEAN-UP CHAIRPERSON: Need 1 volunteer to over see clean-up on the weekend following a home game.
- _____ FUND-RAISER CHAIRPERSON: Need 1 volunteer for each fund-raiser.
- _____ SEWING COMMITTEE: Need anyone able to hem, mend, or do other sewing tasks.
- _____ OTHER: _____

As a member of the COURTLAND BAND PARENTS' ASSOCIATION, you will be asked periodically for donations of food, time, and talents to assist in the overall successful function of "OUR" band.

NAME(S): _____

PHONE: _____(home)

_____ (work)

_____ (other)

STUDENT POINTS TRANSFER FORM

DATE: _____

STUDENT'S NAME: _____

NUMBER OF POINTS TO BE TRANSFERRED: _____

REASON FOR TRANSFER (example: "Dues, August Payment" or "Spring Trip, 1st payment"):

PARENT OR GUARDIAN'S SIGNATURE: _____

STUDENT'S SIGNATURE: _____

STUDENT POINTS TRANSFER FORM

DATE: _____

STUDENT'S NAME: _____

NUMBER OF POINTS TO BE TRANSFERRED: _____

REASON FOR TRANSFER (example: Dues, August Payment or Spring Trip, 1st payment):

PARENT OR GUARDIAN'S SIGNATURE: _____

STUDENT'S SIGNATURE: _____

PARTICIPATION DESCRIPTIONS

Telephone Committee Chairperson	Set up committee and provide each caller with updated telephone list. Contact callers with upcoming information. When callers are not reachable ensure that their calls are made.
Telephone Committee	Make telephone calls to members on your list. DO NOT release any unlisted telephone numbers.
Chaperone Chairperson	Line up chaperones for all functions. Keep chaperone bags up-to-date with student medical forms and any first aid supplies. Provide band director with a list of chaperones attending prior to activity.
Chaperone	Report to band director no later than 15 minutes prior to student time. Oversee any needs of the students under the set guidelines.
Concession Chairperson	Line up workers needed. Do the shopping for necessary items. Arrange for any donations of goods needed. Provide Treasurer with a list of all workers, store receipts, bills for goods and revenues for each event. Report any damages.
Concession Worker	Report to concessions area at set time. You may be required to cook, serve, or handle money for large crowds. All workers are required to help set up as well as clean up before dismissal.
Pit Crew	Report to pit crew chairperson at set time. You will be required to help load and unload uniforms and equipment for home and away activities as well as do field set up for performances.
50/50 Raffle Chairperson	Line up workers for each home game. Set up equipment and record all revenues. Provide Treasurer with a list of all workers; calculate all revenues and report winning ticket at game half-time.
Field Clean-up Chairperson	Post sign-up sheet in band room. Oversee clean-up duties. Saturday mornings when possible. Take all trash bags to the dump.
Fundraiser Chairperson	Organize all distribution of information. Do necessary distribution, collections and record keeping. Keep board members apprised of fundraising activities. Provide Treasurer promptly with revenues, records, and delinquent notifications.
Sewing	Help with sewing needs such as: sew buttons, hem uniforms, repair seams, cut fabric or make flags.
Social Functions	Notify band members of necessary items to be brought in. Arrange for any preparations or necessary clean-up.

Parents, it is the great spirit of giving exhibited by the parents of the Royal Brigade members that really sets us apart from many other similar organizations. Please do your part by volunteering and participating as much as you can.

WORKER POINTS EARNED

- Varsity Concessions Chairperson: 30 points each home game/to be divided among Chairpersons.
- Varsity Concessions Worker: 10 points per game.
- JV Concessions Chairperson: 10 points each home game/to be divided among Chairpersons.
- JV Concessions Worker: Student - 5 points each home game.
- 50/50 Raffle Chairperson: 20 points for the Season.
- 50/50 Raffle Worker: 5 points each home game.
- Souvenir Sales Chairperson: 20 points for the Season.
- Souvenir Sales Worker: 5 points each home game.
- Varsity Field Clean-up Chairperson: 20 points each home game.
- Varsity Field Clean-up: 10 points each home game.
- Fundraising Chairperson: 20 points.

“Points” Explanation

Understanding how “points” can work for you!!!
Pay for your dues and spring trip, here’s how:

1 POINT = \$1.00

The CBPA is a non-profit organization therefore we must refer to “dollars” as “points”. Points are made available for you the parents to help defer the cost of dues, spring trip, and mandatory fundraiser fees. (Spring trip is optional every year, so money must be collected separately after Christmas)

- Volunteer to participate in any of the following and points will be credited to your child’s account. It’s a fun and easy way to help defray the cost of dues and spring trip!

*Varsity Concessions: 10 points (limited # of volunteers per game)

*JV Concessions (students may volunteer): 5 points (limited # of volunteers per game)

*50/50 Raffle: 5 points

*Souvenirs: 5 points

*Field Clean-up (students may volunteer): 10 points

Examples of other opportunities to make points for you child’s account:

- Volunteer to be the Chairperson of a Fund-raiser and make 20 points for your student’s account.

- Rock-A-Thon: A tradition with the Royal Brigade. Your student will make 100% of the money (in points he/she has been pledged provided it is collected and turned in to the safe in Ms. Schoelwer’s office on the advertised due date.

You will be given an “explanation sheet” at the start of every fund-raiser describing the points available. If your student opts not to participate in a mandatory fundraiser a minimum payment (usually \$25) will be collected. The minimum mandatory payment is to be paid on the announced due date of the fund-raiser. Please place your check or money order made out to the CBPA in an envelope and label it with your child’s name and deposit it in the safe in Ms. Schoelwer’s office. NO CASH PLEASE!

Points transfer:

Your child’s available points will be posted on the band office “window” every month after our Parents meeting. If there are points available, you may use a “Points Transfer Form” (available in Ms. Schoelwer’s office above the safe). You may transfer points over to the CBPA to pay for dues, spring trip, or fundraising fees.

Courtland High School Band “Frequently Asked Questions” – rev. 5-22-04

What is a "Virginia Honor Band"?

A Virginia Honor Band is awarded to a band program for achieving a Superior Rating for both the marching band and Symphonic Band at their respective band festivals.

What does "Superior, Excellent, etc." mean?

A Superior (also referred to as a "I" or "One") is the highest possible rating at a VBODA sponsored event. An Excellent is a II, a Good is a III, and a Fair is a IV.

What is VBODA?

It stands for Virginia Band and Orchestra Directors' Association. It is the governing body for all official band contests in Virginia including Marching Festival, Band Festival, District Band, All-VA Band, and Solo & Ensemble Festival.

What about points?

Points are credits in your marching band account. One point equals one dollar.

How do I know how many Points I have and how can I use them to pay fees?

There are two ways you can check your student's available points.

First: You can click on the tab labeled “Your Account” on the menu bar of this Website. Then login and check under “Financial Statement”. Your student's points balance will be updated monthly.

Second: Your child's available points will be posted on the band office window every month after our Parents meeting.

If there are points available, you may use a “Points Transfer Form” (available in the band office above the safe). You may transfer points over to the CBPA to pay for dues, spring trip, and fund-raising fees.

How do I get a "Virginia Honor Band" patch and medal?

You simply participate in both the Marching Festival and Symphonic/Concert Band at each of the two Band Festivals and achieve Superior ratings for both contests. If you are part of one and not the other you will not receive the patch or medal.

How do I get a Courtland "Honor Letter"?

The Honor Letter is awarded to students who participate in Symphonic Band or Concert Band, Marching Band, try out for All County Band/District Band, and perform at least one piece at the Solo and Ensemble Festival.

How do I get the "Symphonic/Concert Band" Award?

Yet another award, the Symphonic/Concert Band Award is given to students who accumulate points according to the band handbook. Points are given to students for things like perfect attendance, attending a musical performance, participating in private lessons, superior ratings at Solo and Ensemble, etc.

What is a "Festival"?

A Festival is a VBODA sponsored band contest. This can be for Marching or Symphonic/ Concert band.

What should I bring to Band Camp?

Refer to the Band Camp Checklist.

How do I know rehearsal and performance times, dates, etc.?

A performance reminder is released before each performance to indicate the estimated travel times and directions. The calendar is updated constantly, so please check the website calendar about once a week for updates.

What is the difference between "All County Band" and the "Spotsylvania Combined Band"?

All County Band is comprised of Concert/Symphonic Band students who tried out for District Band and scored a combined total of 100 points from both judges. The Combined Band is made up of marching band students from all four high schools. It performs at the Spotsylvania and Fredericksburg Christmas parades annually. Please click here for more details for the combined band.

What is "Solo and Ensemble"?; How do I prepare?

Solo and Ensemble is an event where the students work on a piece of music independently outside of band class. This can be a solo or an ensemble. Students should plan at least three months ahead and purchase the music they wish to play from J.W. Pepper. Students may also borrow a piece or pieces from Courtland's Music Library.

Am I required to participate in "Solo and Ensemble" and "District Band"?

Students enrolled in Symphonic Band are required to participate in Solo and Ensemble Festival and are required to try out for District Band. If you do not wish to try out or participate, consider enrolling in Concert Band.

What is "District Band"?; When and where is it?

District Band is where individual students from across several neighboring counties compete for limited spots in two bands. There is the District Concert Band and the District Symphonic Band. Students who place high enough in the Symphonic Band are eligible to try out for the All-VA Band. It is usually at Brooke Point High School in December. See the calendar for specific dates.

How do I prepare for "District Band" tryouts?; Who can try out?

District Band tryouts will demand a thorough knowledge of all 12 major scales, the full chromatic scale for your instrument, as well as a brief sight-read. Any student enrolled in Symphonic Band, Concert Band, or Percussion Class is eligible. Students in Symphonic Band are required to try out.

Who is eligible to participate in marching band?

Wind and percussion students enrolled in a band or percussion class are eligible. Color Guard and Majorette members are not required to be in a band class.

How can I join the Drumline?

Marching band drumline tryouts are typically in late May. You will be required to sight read.

How much time does marching band really take?

The percussion and Color Guard begin the first week of August. Practice starts the second full week of August for all members and goes until the beginning of September. We usually go from 8am-2pm the first two weeks and then 4-8pm the last week. Practice during the school year is until 5:15pm after school on Tuesdays, Wednesdays, and Thursdays. Football games are on Friday nights and competitions are on Saturdays. The season typically ends in mid-November with the Christmas parades the first weekend of December.

I've participated in several events, now I would like some medals...what do I do?

The band director will announce availability of medals. The cost is \$3 each.

What is Winter Drumline?

Winter Drumline is similar to marching band except we compete in a gym and only percussion instruments are used. We typically attend four competitions during the winter season. Winter Drumline try-outs are in November, and practices begin in December. The competition season starts in late February and runs through the month of March. Check the calendar for these dates. You do not have to be a member of the RBMB to join the Winter Drumline.

What is Winter Guard?

Winter Guard is similar to Color Guard only without the accompaniment of the band. Pre-recorded music is used to accompany a dance routine performed in a gym. Winter Guard try-outs are in November, and practices begin in December. The competition season starts in late February and runs through the month of March. Check the calendar for these dates. You do not need to be a member of the Color Guard to join the Winter Guard.

Why do I have to pay extra dues to join the Winter Drumline and Winter Guard?

The Courtland Band Parents Association (CBPA) supports the winter activities. Like marching band, Winter Drumline and Winter Guard need funds for competition fees, traveling expenses, uniforms and props. Sign-up for winter activities will take place in mid-December. If you would like more information check out the CBPA's Constitution and Bylaws.

Should I take private lessons?

Yes. Private lessons will help you improve dramatically with the individual attention you will receive. Please call Roberson's Music at 373-3775.

How can I be in Symphonic Band?

For rising 9th graders, Concert band is scheduled by default unless a tryout is set up in advance with the director (preferably before August), in which case, Symphonic Band may be an option.

What is a chair challenge?

Chair challenges take place throughout the school year. You will be asked to perform several major scales, your chromatic scale, and typically site read a portion of a piece of music you have been working on in band class.

What does it mean when music is graded "3, 4, 5, 6"?

The state organization (VBODA) decides how difficult a particular piece of music is and assigns a grade based on several factors. A grade "1" is a beginning band level, grade "2" is typically young middle school band, grade "3" is advanced middle school, grade "4" is young high school, grade "5" is advanced high school and college, and grade "6" is professional level.

Does Courtland High School loan out instruments?

Yes

Does Courtland High School provide mouthpieces or reeds?

No

Are there costs involved for tryout/participation in All County/All District?

Trying out for District and County Band costs \$6. If you are chosen to participate in All District Band there is a \$25 fee. All County Band is free.

Does it cost money to join Jazz Band?

No

Can I pay my marching band dues, fund-raising fees, spring trip money, and winter activities fees in cash?

The CBPA will only accept personal checks or money orders. NO cash will be accepted if it is deposited in the safe or sent to the PO Box. Your cash will be returned. You may only pay in cash if you hand it directly in person to the Treasurer.

How much are Marching Band dues?

Dues: Total of \$350, \$50 at sign up (May), \$100 on the 15th of August, September, and October. Payment arrangements can be made through the Treasurer. Any payment arrangements will be kept confidential between you and the Treasurer.

What do my dues cover?

Dues will go toward the cost of your band T-shirt, uniform cleanings, new shoes, gloves, uniform accessories, instructor's fees, show & music, newsletters, awards, and competition fees. Student account points may be used to help pay your fees.

Is the cost of spring trip included in my marching band dues?

No

How often will I receive my RBMB Newsletter?

You will receive the RBMB Newsletter once a month via email from the CBPA Reporter. If you would rather receive your Newsletter via US Mail, please contact The Reporter at newsletter@royalbrigade.org.

Are there Scholarships available to RBMB members?

Yes, the CBPA awards up to 6, \$500 Scholarships to deserving seniors at the Seniors Awards Ceremony held each June. If you are interested in applying please refer to the "Scholarship Application" under the heading of "CBPA" on this Website.

How do I join the CBPA Alumni Association?

If you are interested in becoming a CBPA Alumni, please refer to the "Alumni Membership" tab under the heading of "CBPA" on this Website. Becoming a CBPA Alumni will entitle you to the current band year's RBMB T-shirt and a monthly newsletter. The cost is \$25 per applicant. Make checks payable to the "CBPA".

Driving directions to CHS

From the North:

Interstate 95 South

Take the US-1/US-17 S exit, exit number 126 toward Massaponax

Turn left onto Jefferson Davis HWY

Turn left onto VA-636/Hood Drive

Turn left onto Courthouse Road

Courthouse Road becomes VA-208 W

Turn left onto Smith Station Road

CHS is approximately 1 mile on your left

From the South:

Interstate 95 North

Take the US-1 N exit, exit number 126A, towards Fredericksburg

Merge onto Jefferson Davis HWY/US-1 N

Turn left onto VA-636/Hood Dr.

Turn left onto Courthouse Rd.

Courthouse Rd. becomes VA-208 W

Turn left onto Smith Station Road

CHS is approximately 1 mile on your left

If you have any additional questions, please contact the band director.

540-898-4445, ext. 1123, work