

Henry Clay Band Boosters, Inc.

P.O. Box 22355
Lexington, Kentucky 40522



Letter from the President

Dear Henry Clay Band Booster Member:

Welcome to a new year of exciting music, performances and showmanship courtesy of the **2011-2012** Henry Clay High School Band! Our directors, with the support of the Band Boosters, have planned a challenging and rewarding musical educational experience for the students in the coming year.

If you are new to the program, prepare to be amazed by the artistic quality of the many facets of our program including Concert Band, Wind Ensemble, Jazz Band, Percussion and Steel Drum Ensembles, Colorguard and Marching Band. Each band and ensemble has won awards and recognition not only in Fayette County, but at the state, regional and national level! We hope that you take every opportunity to enjoy their performances. They may not always tell you, but your presence at their concerts and events means a great deal to your students — they like seeing you in the audience!

Parents of Band members know that our students will make life-long friends, sharing experiences they will never forget! They learn the value of commitment and dedication, and working together as a group to support each other and achieve remarkable goals. As parents, we have the same opportunities to make new friends as we work together to support the band and its many activities.

We encourage you to take an active role in the Booster organization by joining one of our committees, volunteering to serve as a Booster Officer, helping out at the performances — or any combination of these activities! You'll find that being more involved in our band family will add to your enjoyment of your student's experience.

The success of the Henry Clay Band program depends on the active participation of every family member in the work of the Boosters, including our fund raising activities. In order for our program to offer such diverse educational opportunities, an annual budget of approximately \$110,000 is required. The band is supported primarily through the fund raising efforts of the Band Booster organization. Once you get involved, you'll work with a great group of people whose main goal is to support their children's education. And the best part is, you'll really enjoy doing it!

We are looking forward to another great year. Thank you for helping make this the best part of your child's high school education.

Kathy and Russell Edwards
Co-Presidents

Volunteer Opportunities

All parents/guardians of band students are members of the Henry Clay band Boosters (HCBB), which offers a variety of volunteer opportunities. The HCBB board consists of officers, class representatives and committee chairs responsible for making operational decisions for the organization. Each committee is responsible for specific duties and consists of many booster members. Board/Booster meetings take place monthly and are open to all booster members. Dates and times for these meetings are posted in the calendar on the band's website and in the monthly newsletter.

Officers

President

The President is the CEO of the booster organization, presides over board/booster meetings and is a member of all committees.

Vice President

The Vice President performs all duties of the President when the President is absent, automatically succeeds the President the following year, and is chair of the Membership Committee.

Treasurer

The Treasurer collects/deposits all organizational funds, prepares/maintains account books, signs checks, files financial documents/reports, administers the budget, and is chair of the Budget and Finance Committee.

Co-Treasurer

The Co-Treasurer collects/deposits bingo funds, prepares/maintains bingo account books, signs bingo checks, files bingo financial documents/reports, and assists the budget committee.

Associate Treasurer

The Associate Treasurer assists the Treasurer and keeps records of fundraising contributions.

Recording Secretary

The Recording Secretary records/maintains the minutes of board/booster meeting, keeps corporate records, keeps record of board members eligible to vote, and authenticates corporate records/documentation.

Communications Secretary

The Communications Secretary maintains an accurate record of booster members, coordinates all forms of communication, assumes the responsibilities of the Recording Secretary when the Recording Secretary is absent, and chairs the Communications Committee.

Class Representatives

Each high school class may have up to four parent representatives, each responsible for representing their child's high school class at board meetings. Each representative will serve as an active member in one or more of the standing committees. Class representatives are responsible for coordinating the following functions: Senior Class– Band Camp Picnic and Pool Party; Junior Class– Band Banquet; Sophomore Class– Pops Concert. Freshman Class Reps will assist as needed.

Committees

Bingo Committee

This committee operates our largest fundraiser each Saturday evening. Every week student and parent volunteers are needed to sell pull tabs to the bingo customers. Parent volunteers are also needed to staff monthly supervisory positions. Other positions include the positions of Bingo Caller, inventory and scheduling. Training is provided for all positions.

Chaperone Committee

Parent chaperones are an integral part of any travel involving band students, providing guidance and safety for the students. Chaperone training and a FCPS background check are prerequisites.

Colorguard Committee

This committee promotes, recruits and supports the Colorguard students in all performances as well as helping with Colorguard uniforms and equipment.

Communications Committee

Good communications are a vital aspect of the band program. This committee seeks to make sure all members are fully informed and receive all relevant band-related communications. Alumni contacts, concert programs, director mailings, email, handbook, newsletter, publicity, telephone tree, and web master are some of the various parts of this program.

Equipment Committee

This committee is responsible for transporting all band instruments and equipment to any location outside the classroom, as well as occasional construction and repair projects. The pit crew, a major component of this committee, consists of parent volunteers (male and female) willing to help load and unload for transportation events, and to help move instruments and equipment onto the field during marching band contests, home football games, and other events as needed.

Hospitality Committee

This committee organizes any food-related needs of the band. This includes coordinating meals and/or snacks for the marching band, band camp staff, band picnic, band camp pool party, band banquet, pops concert and various receptions.

Membership Committee

This committee seeks to expand the membership of the booster organization. This includes roster maintenance and new member relations.

Spirit Committee

This committee seeks to encourage the students by attending any event in which the band performs. These volunteers vigorously and creatively provide encouragement to the marching band during competitions.

Uniform Committee

This committee issues, maintains, and accounts for all uniforms and accessories for the marching, jazz and concert bands, including concert dresses/tuxedos, fleece, marching uniforms and t-shirts.

Ways and Means

This committee is responsible for exploring and developing methods to finance the band through fundraising efforts. Fundraisers vary widely and new fundraising ideas are always welcome.

Fundraising Opportunities

Fundraising is a major component of the purpose for the Henry Clay Band Booster organization. There are many fundraising opportunities available which allow students and their families to participate in obtaining the financial support needed to fully fund the band and all its programs.

BOOSTER FUNDRAISING HELPS PAY THE COSTS OF THE FOLLOWING:

- New Instruments
- Concert music and arrangements
- Concert camp staff and clinicians
- Repair of school instruments
- Marching band, Concert and ensemble performance fees
- Marching band show writing, music and arrangements
- Additional music staff and clinicians, including guard instructors
- Purchase and care of uniforms and concert wear.
- Truck and tractor rental to transport equipment to various band events

Year round fundraising opportunities

Bingo – Bingo, the largest fundraiser, takes place every Saturday night year-round. Adults and students sell pull tabs (similar to lottery tickets) to bingo customers. Other adults volunteer, approximately once per month, to staff the counters from which (1) the pull tabs are distributed to the adult and student volunteers, and (2) the bingo games are sold to customers.

Donations and Sponsorships

Personal Donations – Any money donated by an individual. Donations may be tax-deductible and may remain anonymous if requested. Donations should be given to the Treasurer.

Corporate Donations/Sponsorships – Any money donation by a business as well as any money received through a corporate sponsorship relationship. Donations may be tax-deductible.

The names and/or business logos of all individual and corporate donors or sponsors who give \$250 or more will be placed on the HCHS band banner each year.

Kroger Card – A user loads money onto the pre-purchased gift card, and then uses it like a prepaid credit card for all Kroger purchases **nationwide** including prescriptions and gas. Kroger donates \$4 to the band for every \$100 loaded on the card.

Recycle Rewards – Funds are raised through the recycling of used laser and ink jet cartridges from your home or business. Items can be turned into the box in the band room.

Value Cards – These discount cards, for local area restaurants and businesses, are sold beginning in July.

Cookie Dough – This fundraiser consists of selling cookie dough, cheese and sausage and is held in August.

Stadium Seating Program – Padded stadium seating installation in August, and removal in November, take place on a Saturday at Commonwealth Stadium. All students will be assigned to work in shifts on both Saturdays.

Winter Fruit and Flower Sale – This sale involves large/small boxes of fruit, fruit gift baskets and poinsettias beginning in November.

Coffee fundraiser – We are able to order freshly ground coffee, tea and hot chocolate with our custom “Devil’s Blend” label. This fundraiser takes place in January.

Spring Flower Sale – The sale of potted or hanging baskets typically occurs in April and is a great idea for Mother’s Day gifts.

Booster funds also help pay for family and social events such as:

Picnics – At the conclusion of band camp is a picnic and marching band preview show for all band participants and their families.

Pool Party – The pool party immediately follows the picnic. A highlight always includes “helping” the directors into the pool.

Band Banquet – In May the banquet is held as a celebration of the year’s musical achievements. The program honors graduating seniors and recognizes outstanding performances and contributions.

Pops Concert – In May the concert typically takes place in the Henry Clay gym. Everyone is encouraged to decorate their tables with a special theme. A silent auction is also conducted throughout the evening.

COSTS COVERED BY STUDENTS:

- HC Blue Devil Band shirt and HC Band fleece
- Show shirt for marching/Colorguard students
- Replacement of outgrown, lost or damaged items
- Black socks, black shorts, long underwear, marching shoes
- Guard unitards, shoes and accessories
- Accessories such as: sticks, reeds, books, mouthpieces, etc.
- Instrument rental expense

Required Forms for Henry Clay Band Boosters

Marching students are required to turn in the *Marching Uniform Expense Form* and *Marching Expense Form*. Students who do not march must turn in the *Non-Marching Uniform Expense Form*. Full payment for these expenses is to be made to the Henry Clay Band Boosters (checks to be made out to HCBB).

First- year UNIFORM SUPPLY EXPENSES cover the HC Blue Devil Band shirt for all band students, whether marching, non-marching or Colorguard.

First- year MARCHING UNIFORM SUPPLY EXPENSES cover the marching shoes and HC Band Fleece for all marching (including Colorguard) students.

Annual MARCHING/COLORGUARD UNIFORM SUPPLY EXPENSES cover the current year's show shirt for all marching/Colorguard students.

Uniform Information

The band's appearance is an important component of our presentation. The uniform is a complete outfit and will be worn in its entirety, or not at all. We require that buttons must be buttoned, zippers zipped, etc. The uniform is a symbol of pride and dignity. Treat it with respect at all times.

CONCERT UNIFORMS will be issued by the Uniform Committee. These uniform fittings will take place soon after school begins on a fitting schedule to be announced. Girls will be issued black floor length dresses and boys will be issued full tuxedos. All students must wear black shoes. Students can wear their marching shoes. Boys must wear black socks. Girls must wear black hose. Like the marching uniforms, these dresses and tuxes are owned by the band, but unlike the marching uniforms, they are kept at home. **The student is responsible for all alterations, cleaning and maintenance of concert uniforms. Please make no permanent alterations.** Ideally, a student keeps the same dress or tux for all four years of his or her band life. In reality, few students stay the same size, and most need to make changes during their high school careers. A student who needs to exchange a dress or tux for another size should contact the appropriate uniform committee member. If available, a used, appropriate dress or tuxedo will be exchanged for a student's outgrown AND DRY-CLEANED garment at no expense. Special ordering new dresses or tuxes will incur a charge to the band student. ALL RETURNING MEMBERS SHOULD TRY ON THEIR CONCERT WEAR AT THE BEGINNING OF THE SEASON. ORDERING TAKES PLACE IN THE FALL, AND WE MUST BE NOTIFIED IF ANY SPECIAL ORDERS NEED TO BE PLACED.

Students will be held financially liable for lost or damaged uniforms. Seniors and other departing band students must dry clean and return their concert wear to the uniform committee.

Uniform Supply Expenses

Uniform supply expenses are administered by the Henry Clay Band Boosters. All uniform supply purchases must be made using the HCBB Uniform Expense Form; checks should be made payable to HCBB.

All new marching students must purchase initial marching uniform supplies including the marching shoes, the HC Blue Devil Band shirt, the current year's Show shirt and the HC Band fleece jacket. Returning students must also purchase yearly uniform supplies including the current year's show shirt and any replacement uniform supplies. **All** band students, including non-marchers, must purchase the HC Blue Devil Band shirt.

MARCHING BAND UNIFORMS will be issued by the Uniform Committee. Uniform fitting and shoe sizing will take place during band camp and/or shortly after school begins. New and returning members will be advised well in advance of their fitting appointments. The uniforms (including hats and gloves) are owned by the band and will be kept in the uniform room. Uniforms will be checked out and returned after each performance. Band members are responsible for the care of their assigned uniforms, making sure they are stored properly, and bringing any maintenance issues to the Uniform Committee. There are a set number of cleanings during the marching season; however, an individual band member will pay for any cleaning and repairs due to abuse of the uniform.

All marching students must purchase their own black socks (**mid-calf length or higher**), black shorts/pants, and any replacement marching shoes, HC Blue Devil shirt or HC Band fleece jacket. We suggest using black gym shorts, which will not be bulky underneath the marching bibs. During colder weather it is advisable to wear black long underwear for extra warmth. Again, this would be worn under the marching uniform and cannot be bulky, or restrict movement. **BAND MEMBERS**

ARE RESPONSIBLE FOR KEEPING UP WITH THEIR BLACK SOCKS, BLACK SHORTS/PANTS, BAND SHOES, HC BAND FLEECE, HC BLUE DEVIL BAND SHIRT, AND SHOW SHIRT. Students should carefully label all these items to prevent loss. The marching shoes, fleece and shirts are maintained and kept at home, but must be worn or taken to school on competition or performance days.

COLORGUARD UNIFORMS and accessories will be issued and maintained by the guard parent representative. Measuring for guard uniforms will be handled by the guard instructor and/or the parent representative. Guard parent representatives and instructors will establish the schedule for maintenance, cleaning, and storage of guard uniforms.

All Colorguard students, including those not participating in the concert bands, must purchase initial uniform supplies including the HC Blue Devil Band shirt and HC Band fleece jacket. Colorguard students must also purchase yearly uniform supplies including the current year's show shirt and any replacement uniform supplies. Colorguard students may be required to purchase performance shoes at a later date.

TRAVEL UNIFORMS---When the band travels, all students will wear specific pieces of clothing that will identify them as members of the Henry Clay Band. This travel outfit may include the HC Blue Devil Band shirt, HC Band fleece, show shirt or any other item of clothing designated by the directors. On marching competition days, students will wear black gym shorts, black socks, marching shoes, and the HC Blue Devil Band shirt or show shirt as designated by the directors. On cold days, marchers will also wear a HC Band fleece with long black pants at the discretion of the directors.

Booster Board and Committees

Band website: <http://www.henryclayband.org>

President	Russell & Kathy Edwards	263-7902
Vice- President		
Treasurer	Geni Osborn	523-2759
Co-Treasurer	Claudia Neal	263-2206
Associate Treasurer	Todd Hjorth	523-9644
Recording Secretary	Stephanie Baldwin	263-0820
Communications Secretary	Amy Polk and Beth Kraemer(Co-Secretaries)	268-2594 268-4121
2011 Class Representatives	Dean & Jerry Ray Jean O'Daniel Amy Polk	543-8364 271-2421 268-2594
2012 Class Representatives	Rita Neat Lorri Ransom Stephanie Baldwin Lisa Bush	273-6449 245-2373 263-0820 296-5935
2013 Class Representatives	Alan and Claudia Neal Dana Silver Heather Clark Stacy Hunt	263-2206 269-6139 266-2112 272-4180
Alumni Representatives	Tom Bensberg Steve Worrell Arnold and Rhonda Riddle	266-9308 293-7477
Bingo Committee Chair	Lee Kemp	338-8034
Chaperone Committee Chair	Jean O'Daniel	271-2421
Colorguard Committee Chair	Ruth Lundborg	263-1964
Equipment Committee Chair		
Hospitality Committee Chair	Diane Bradley	264-9082
Spirit Committee Chair	Lorri Ransom	245-2373
Uniform Committee Chair	Kathy Edwards and Heather Clark (Co-Chairs)	263-7902 266-2112
Ways and Means Committee Chair	Dana Silver	269-6139
Bingo Inventory		
Bingo Scheduler	Diane Bradley Jean O'Daniel	264-9082 271-2421
Coffee Fundraiser	Dana Silver	269-6139
Cookie Dough Sales		
Corporate Sponsorship Program	Russell Edwards	263-7902
Donation Program	Geni Osborn	523-2759
Fleece/Shirts	Leigh Grossman	271-6088
Kroger Card Program	Geni Osborn	523-2759
Newsletter	Amy Polk	268-2594
Publicity		
Recycling	Lynne Daviet	523-9467
Winter Fruit/Flower and Spring Flower Sale	Joe and Leigh Grossman	271-6088
Stadium Seating Program	Kathy and Russell Edwards	263-7902
Telephone Tree	Lynne Daviet	523-9467
Value Cards		
Webmaster	Beth Kraemer	268-4121