

**ALL PARENTS AND STUDENTS ARE REQUIRED TO READ THIS  
HANDBOOK AND SIGN THE CONTRACT AT THE END OF THE BOOK**

# **HANDBOOK 2009-2010**



**Rancho Cucamonga High School Marching Cougars  
Philip Schuler, Band Director  
11801 Lark Drive  
Rancho Cucamonga, CA 91701  
(909) 460-5703  
[www.rchsbands.org](http://www.rchsbands.org)**



## Rancho Cucamonga Marching Cougars

May 2009

Dear Marching Cougar Family,

Welcome to the 2009-2010 season for the Rancho Cucamonga Marching Cougars! This handbook has been compiled to inform students and families about important details of this program including; band fees and payments of fees, grading, expectations, rules and regulations, schedules, and procedures used during the season. It is expected that students and parents read the contents of this handbook. **After reading, please return the following items with your June 9<sup>th</sup> band fee payment.**

- 1. Student Contract**
- 2. RCMC Parent Volunteer Sheet**

All parents are encouraged to participate with the RCMC Band Boosters. These dedicated parents assist with tasks such as fundraising, transportation and construction of equipment and props, and chaperoning trips. Without these volunteers, the band would never make it onto the football field. I would like to thank you in advance for your assistance in this booster club.

Do not hesitate to contact me during the summer or during the season if you have any questions, problems, or concerns. All of the band director contact information is contained in this handbook. I look forward to seeing all of you at our performances during the season and at the band camp BBQ at 6:00 on August 7<sup>th</sup>.

Sincerely,

Philip Schuler  
Band Director  
Rancho Cucamonga High School



## Rancho Cucamonga Marching Cougars

Welcome incoming Students, Parents, and Returning Members:

Hi, my name is Laura Collins and I am the current president of the RCMC Booster Club. I understand many parents were not able to make it to the high school 8<sup>th</sup> grade parent night unfortunately missing out meeting with Mr. Schuler and receiving a handout that provided some information about the band and being a band parent. So this is my second chance to give you a heads up.

In the handbook Mr. Schuler will provide your student, is listed the cost of marching band and the payment schedule. To help you get started on the fees, there are two fundraisers taking place now.

1. One of our main fundraisers is working the Quakes stadium in the concessions stands. We need parents to work the Quakes during the baseball season. There are 78 games plus the 4<sup>th</sup> of July. A parent will be a cashier and students (16 and up) are the facilitators. We are in desperate need of parents right now. Any person can work for your student, older kids; aunts, uncles, friends, parents, etc. are welcome. The amount you earn is 80% and 20% goes to the band general fund. Please contact Lonie Mathewson for more details ([loniemathewson@yahoo.com](mailto:loniemathewson@yahoo.com)).
2. Sell ad space in our marching program. Each year we publish a program with information about the season's competitions, band camp, and of course the various ads that were sold to the businesses in Rancho. The smallest ad space sells for \$25.00. Your student's account will be credited \$20.00 with \$5.00 going to the general band account. Please see the band's website to download the forms.

We do have other fundraisers during the band season, but these are the only two that will get you a jump start on meeting the payment schedule. Please go out to the band website: <http://www.rchsbands.org/> where you will find contact information, calendar events and other important information that you will need.

Again, welcome to the Rancho Cucamonga Marching Cougar band, I look forward to meeting you.

Laura Collins  
President  
Band Boosters  
[gonecpn@charter.net](mailto:gonecpn@charter.net)  
(909) 899-7389

**A. Objectives of the Program:**

1. Learn the fundamentals of music.
2. Grow as a musician and performer.
3. Learn performance technique and etiquette.
4. Learn about and develop self-discipline.
5. Learn to assume responsibility.
6. Learn and develop listening (aural) skills.
7. Learn and develop leadership skills.
8. Learn to work as a team in your section and the entire ensemble.
9. Build new relationships with the students around you.
10. Become part of a family that supports one another.

**B. Band Fees:**

These fees cover the cost of running our band program over the course of the school year. The band fees also cover the costs of instructors, maintenance of equipment, tournament entry fees, equipment transportation, show design, classroom supplies, and trips. With these fees, students will be able to experience the benefits of involvement in a musical organization for years to come. These experiences are above and beyond the normal “6 period school day”, as we are an ensemble that travels extensively and employs many individuals that are experts in their respective captions.

**C. Approximate Cost:**

The following list of expenses is an approximation of what it will cost to participate in the program. The overall cost could be anywhere from \$850.00 to \$954.00, depending on what is needed from the list below.

**General Cost:**

**2009 Season-** \$850.00 (see budget summary at the end of this handbook)

**Individual Items (Approximate Cost)**

Warm-ups-	\$50.00
Shoes-	\$25.00
Gloves-	\$4.00 (per pair)
Instrument rental-	\$25.00 (school instruments only)
Color Guard Rifle-	\$40.00

**D. Payment Plan:**

Woodwind and Brass Member Payment Schedule		Color Guard Member Payment Schedule		Percussion Member Payment Schedule	
<b>Audition-</b>	<b>\$100 (no refund)</b>	<b>June 9-</b>	<b>\$100 (no refund)</b>	<b>May 6-</b>	<b>\$100 (no refund)</b>
<b>June 9-</b>	<b>\$250</b>	<b>July 14-</b>	<b>\$250</b>	<b>June 9-</b>	<b>\$250</b>
<b>July 14-</b>	<b>\$250</b>	<b>August 7-</b>	<b>\$250</b>	<b>July 14-</b>	<b>\$250</b>
<b>August 7-</b>	<b>\$250</b>	<b>September 8-</b>	<b>\$250</b>	<b>August 7-</b>	<b>\$250</b>

*A separate check will be collected for individual items, such as clothing, shoes, and gloves, during the first week of band camp.*

Students that do not pay the band fees will not be allowed to travel with the band to extracurricular field trips and Disneyland and will not be written as a position in the competitive field show. These trips are above and beyond the normal marching band curriculum and are not a part of the normal class. The marching band class includes marching basics instruction, musical instruction, and trips to football games.

## WRITING AND MAILING CHECKS

**ALL CHECKS SHOULD BE PAYABLE TO RCMC**

**MAIL PAYMENTS WITH PAYMENT COUPON (see back of handbook) TO:**

**RCMC  
PO Box 8126  
Alta Loma CA 91701**

**The first band payment of \$100 is due and non-refundable at the time of audition in May 2009. Please be prepared to make NEXT YEAR'S band fee deposit at the time of audition in May 2010.**

### **E. ASB Cards:**

Each student involved in the band program is **required to purchase an ASB card**. This card enables all members to attend football and basketball games free of charge. Due to ongoing school district budget reductions, supporting the ASB is an important part of the program, as the ASB provides financial support to the band through transportation. The ASB card also covers the cost of the varsity letters for the RCHS letterman jacket. It is recommended that students purchase combo cards, which includes the school's yearbook at a reduced rate. Students should purchase an ASB card during schedule distribution. You cannot use credit in your band account to purchase ASB or other school-related items.

### **F. Fundraising:**

To offset the costs of the band fees, each student and parent is encouraged to participate in various fundraising activities that are scheduled throughout the school year. Some fundraising activities include selling See's Candy at Christmas and Easter, cookie dough, and Quakes Stadium. Participating in fundraising activities allows students to significantly reduce the financial impact of the band program on their family. Information about fundraisers will be provided at the regular band booster meetings and through flyers sent home with students.

Scrip is the easiest way to earn money for the band and is at no cost to you. Essentially, scrip is buying gift cards/certificates for everyday expenses. These expenses include gas, groceries, home supplies, eating out, office/school supplies, and many other normal family expenses.

### **G. Band Camp:**

This year's **MANDATORY** band camp is scheduled from **July 27<sup>th</sup> through August 7<sup>th</sup>**. The camp will be held **Monday through Friday from 8:00am to 5:00pm** at the high school. There will be a one hour lunch break from 12:00-1:00. Attendance at band camp is mandatory for participation in the marching band.

**Students need to bring/wear the following to band camp EVERYDAY:**

- Sunscreen
- Hat
- Light colored clothing
- Water jug with water and ice
- Shoes for **MARCHING**
- Valve oil
- Instruments (if you are not using a school horn)

## H. Rules and Guidelines:

### Band room

- There is to be no food or drink in the band room (except water).
- All students with lockers are to lock them with their own padlock.
- No stickers are allowed on or in the lockers.
- Knock before you enter the band office.
- Ask permission before using the band room phone.

### Rehearsals

- Every individual is responsible for cleaning the rehearsal sites whether it is on the football field or in the band room.
- There is to be no talking during rehearsals unless instructed to do so.
- Students are expected to be at rehearsal at least 15 minutes early to prepare their equipment and get out to the field.
- All rehearsals are mandatory for students. If you are sick, a parent must email Mr. Schuler at [philipschuler@yahoo.com](mailto:philipschuler@yahoo.com) or call (909) 460-5703 BEFORE the absence.
- When we reset forms, all students are expected to **run** to their spot.

### Performances

- **All performances are mandatory.**
- Students are expected to be on their best behavior, as you represent your community and school.
- All school and district rules are in effect on school trips.
- Parents must contact Mr. Schuler before taking a student from a performance site early. In the event that a parent must pick a student up early, a note must be provided detailing the performance location, bus number, and date. ONLY PARENTS of the student are allowed to take a student home.
- Parents are expected to pick up their students in a timely manner at the school.

### Home football games

- No food or drinks in the stands or while students are in uniform.
- No outside friends are allowed to sit with the band area.
- No student is allowed to leave before the completion of the game.
- No individual playing in the stands.
- All home football games are mandatory.

### Bus

- Remember that the driver is in charge while on the bus.
- Clean the bus before getting off at the performance or school.
- Be respectful to the parent chaperone and bus driver at all times.

**The director reserves the right to remove any student from the band for violation of the organization's rules and regulations.**

## I. Performance preparation:

- Students that play large instruments such as tubas, percussion, etc. must arrive early before call time to make sure everything is in cases and is loaded onto the trailers.
- Make sure you have all parts of your uniform before you leave home (black t-shirt, black socks, marching shoes, gloves, etc.)
- Arrive 15 minutes before call time and meet in the band room for roll call and announcements.
- Eat dinner before you come to the home football games.
- Students with long hair need to have it in a pony tail/gelled for all performances.
- All instruments are to be polished and cleaned before performances.
- Brass players need to have valve oil and woodwinds need to have extra reeds.

## J. Uniforms:

- Each band member will be issued a uniform during band camp. Alterations to the length of pants will be made by the band parents. All uniforms must be dry cleaned and returned with the receipt attached by the due date designated by the uniform committee.

- Students are responsible for the care of their uniforms. Every uniform is numbered, and any part not returned at the end of the year is the financial responsibility of the student.
- Damage to any uniform will result in students paying for the damages or paying for the cost of replacing the uniform part(s).
- Students with long hair are responsible for having it up in a pony tail/gelled. No hair is to touch the collar. Hair pins must not show.
- After a performance, please hang the uniform NEATLY on the hanger. Make sure the creases in the pants line up properly. Leave the zipper part way open so that the uniform can dry and not mold.
- Plumes will be handled by parents before and after performances.
- **No items other than Shakos are allowed in the Shako boxes.**
- There is no eating or drinking (except water) while in uniform.

#### **K. Warm-ups**

- Warm-ups include: a warm-up jacket, warm-up pants, show shirt, and tennis shoes.
- Warm-up suits (or show shirts when warm) must be worn whenever the uniform is not being used at performances, competitions, and football games.
- The complete warm-up must be on prior to getting on the bus.
- No other clothes may be worn during competitions and football games while out of uniform.

#### **L. Student Leaders:**

Student leaders are an important part of the RCMC. These people act as assistants to the director and staff. Student leaders are selected on the basis of musicianship, leadership skills/ability, attitude, and responsibility. These individuals will be selected at the end of each school year. Their term of office will span the following school year. The director reserves the right to remove any of these individuals from their position for violation of rules or any other reason that relates to them not following through on their leadership duties. All band council students are elected by their peers at the end of the school year and serve during the following school year.

#### **M. Grading:**

- **Performances-** Missing a performance of any kind for something other than severe illness or a death in the family will result in the **deduction of one letter grade**. This will be repeated for every missed performance
- **Rehearsals-** Students that miss more than 6 clock hours of rehearsal (unexcused absences) will be deducted one letter grade. This will be repeated for every 6 hour cycle.
- **Musicality/Memorization-** Students are required to memorize and have technical command of the field show music. ALL students will be tested in mid-September on each field show piece of music. Students that do not have the opener, ballad, and closer memorized will be deducted 5 percentage points for each song not memorized.

#### **Excused absences include the following:**

- **Illness or hospitalization- verified by parent/doctor note**
- **Death in the family-funeral attendance**
- **School activity-only if approved by band director TWO WEEKS in advance**

#### **N. Eligibility:**

To participate in the band program, students must meet the following requirement **each quarter:**

- Must have earned at least a **2.0 grade point average**.

A student failing to meet the above scholastic requirements will be ineligible to participate or perform until the next quarter or semester grading period in which a 2.0 has been met. Progress reports from teachers cannot be used to gain eligibility. If a student becomes ineligible, all band fees paid are non-refundable. It is in the best interest of everyone that grades are taken seriously and the matter of ineligible performers does not become a problem.

#### **O. School Instruments:**

There will be a \$25.00 instrument usage fee for each student using a school owned instrument (including percussion). This fee is to be paid at the beginning of the school year, and will be used to maintain the natural wear and tear on the instruments. The student will be responsible for paying instrument repair fees throughout the year.

Whether you use a school or personal instrument, you are expected to clean it and keep it in excellent playing condition. If your instrument is in the shop during a performance, you are expected to rent or borrow an instrument for the event.

#### **P. Individual Band Fee Accounts:**

All money and/or credits earned will be deposited into individual band fee accounts from various fundraising activities. The percentage from each fundraising activity to be deposited into the student accounts will be determined by the RCMC executive board.

Money and/or credits accumulated in individual band fee accounts will be used to pay band fees. Any other remaining money in the account will be used for the following season fees, including winter guard and winter percussion.

All credits deposited into individual personal accounts cannot be withdrawn for a refund to the student or parent/guardian of the student. Money and/or credits may not be used for other activities or programs within the school.

Money and credits can be carried over to the following school year. However, if the student is unsure whether they will be returning to the program, the parent and the student have until the last day of the current school year to carry over funds. After the last day of the current school year, all money will be deposited into the band's general fund or the funds may be credited to another account. The parent must complete an account transfer form which is on the band website, [www.rchsbands.org](http://www.rchsbands.org).

The RCMC executive board treasurer has the right to transfer (at any time) funds from the individual band fee accounts to clear any outstanding debt and for damages to RCMC equipment due to neglect, loss, or theft.

In the event that a student wants to use his/her individual band fee account for individual private lessons or the purchase of an instrument, arrangements must be made with the band director prior to the start of instruction or the purchase of the instrument. Receipts must be submitted for reimbursement. The band director may use his discretion to grant this request.

### **Band fees must be current to audition/remain a band leader (council, section leader, captain, drum major)**

**Q. Refund of Band Fees: Refund request must be submitted via the proper form (found on band website) to the booster treasurer or band director.**

- a. The initial band fee deposit of \$100.00 at the time of audition is NON-REFUNDABLE for all band and color guard members. The field show is designed using these numbers, and the deposit will be used for show rewrites resulting from students that quit
- b. If the student drops from the music program before the end of the first week of band camp, the band boosters will issue a 1/2 refund, less the amount of the non-refundable deposit.
- c. If the student drops from the music program before the end of the second week of band camp then the band boosters will issue a 1/3 refund, less the amount of the non-refundable deposit.
- d. If a student drops from the music program in the third week of band camp, the student will not be eligible for a refund.
- e. Students that must drop due to grade ineligibility will not be granted a refund.
- f. MONEY EARNED THROUGH FUNDRAISING **WILL NOT** BE REFUNDED UNDER ANY CIRCUMSTANCES

*Any qualification for refunds shall not exceed cash payment amounts for the school year (i.e. fundraised amounts are not eligible for refund).*

#### **R. Band Letters:**

Students are eligible to receive a varsity letter after serving **two school years (not seasons)** in the band program. Students must meet the 2.0 GPA eligibility, have satisfactory attendance and citizenship, and abide by the Cougar Code of Conduct.

#### **S. Winter Percussion and Winter Guard**

The winter programs in the instrumental music department are auditioned groups. Students are selected through auditions, and all decisions on acceptance and chair placement are made by the staff and band director. Students accepted into these programs have extra fees above and beyond the normal band fees. All marching band fees must be paid in full in order to audition for these groups. **Under no circumstances, will these fees be refundable and they do not have a cancellation schedule.**

## **T. Color Guard**

Students enrolled in the color guard program at Rancho Cucamonga may choose to opt out of the fifth period color guard class if all of the following are satisfied (2 FULL years of successful color guard experience, approval of color guard instructor, approval of band director, and pass a basic skills test administered by the color guard staff)

## **U. Contact Information**

Rancho Cucamonga High School Band  
11801 Lark Dr.  
Rancho Cucamonga CA 91701  
Band Room Phone: (909) 460-5703  
School Phone: (909) 989-1600  
Fax: (909) 945-5355  
Director's Email: [philipschuler@yahoo.com](mailto:philipschuler@yahoo.com)  
Band Website: [www.rchsbands.org](http://www.rchsbands.org)

# RCMC Fall 2009 Schedule

**Rehearsals: These days and times are TENTATIVE, and merely serve as a draft of what it may be like for the fall. A detailed calendar will be created this summer.**

Tuesday (Full Ensemble 3-7)  
Wednesday (guard 5-9) (Music rehearsals 3-5 when there is no home football game)  
Thursday (Full Ensemble 3-7)  
\*Friday (music rehearsal 3-5 before home football games)  
Saturdays (when there is no show--- 9-12 and 1-4)

*\*Music rehearsals are Friday afternoons prior to the football game departure. If there is no football game, students may go home following rehearsal dismissal.*

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## **Performances: ALL MANDATORY**

### *Home Football:*

September 4:	Damien HS
September 11:	Canyon Springs HS
October 16:	Claremont HS
October 23:	Los Osos HS
November 13:	Etiwanda HS

### *Competitions-*

October 10:	Vista Murrietta Show (WBA)
October 17:	Ayala Music in Motion (WBA)
October 24:	Mission Viejo Show (WBA)
November 7:	RCC Show (WBA)
November 15:	Trabuco Hills Show (WBA)
November 20-22:	WBA Championships (Clovis held at Buchanan HS)

### *LA County Fair:*

*We have a potential parade performance at the LA Fair. This is in competition for a large cash prize and another great performance opportunity.*

### *Disneyland:*

*TBA- We will be notified of this date in the middle of October*

**ALL MATERIAL ON THE SCHEDULE IS SUBJECT TO CHANGE**

**RCMC Payment Coupon NUMBER 3 (August 7- \$250)**

STUDENT NAME (PRINT) \_\_\_\_\_

SECTION \_\_\_\_\_ (IF GUARD-- PRINT "GUARD")

CHECK NUMBER \_\_\_\_\_

**PLEASE MAIL TO:**  
RCMC  
PO BOX 8126  
ALTA LOMA CA 91701

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*cut here*

**RCMC Payment Coupon NUMBER 2 (July 14- \$250)**

STUDENT NAME (PRINT) \_\_\_\_\_

SECTION \_\_\_\_\_ (IF GUARD-- PRINT "GUARD")

CHECK NUMBER \_\_\_\_\_

**PLEASE MAIL TO:**  
RCMC  
PO BOX 8126  
ALTA LOMA CA 91701

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*cut here*

**RCMC Payment Coupon NUMBER 1 (June 9- \$250)**

STUDENT NAME (PRINT) \_\_\_\_\_

SECTION \_\_\_\_\_ (IF GUARD-- PRINT "GUARD")

CHECK NUMBER \_\_\_\_\_

**PLEASE MAIL TO:**  
RCMC  
PO BOX 8126  
ALTA LOMA CA 91701



## Rancho Cucamonga Marching Cougars

Throughout the marching band season there is always a need for parents to share their time and skills with the band. Many times these skills can be carried over into the Drum Line and Winter Guard season. Please review the following opportunities for you to become involved with your student and RCMC. Please sign up for all that interest you. Without your help, the program cannot stay on track.

*(Please Print Clearly)*

**Parent Name:** \_\_\_\_\_ **Parent Contact # (Home)** \_\_\_\_\_

**Student's Name:** \_\_\_\_\_ **Parent Contact # (Cell)** \_\_\_\_\_

**Parent Email:** \_\_\_\_\_

### Committees

- Performance assistance
- Ways and Means
- Membership/New member's
- Band Banquet
- BBQ Volunteers

### Fundraising

- Sees Candy sales
- Christmas Wreath sales
- Securing donations & contributions
- Restaurant fundraisers
- Fund Raising (assist chair person)

### Field Show/Football Games

- |  |  |
|--|--|
| <input type="checkbox"/> <b>Class A truck driver (to pull 48' trailer)</b> | <input type="checkbox"/> Pit set up (Pit Crew) at games and competitions |
| <input type="checkbox"/> Marching band prop construction                   | <input type="checkbox"/> Load & Unload Trailers                          |
| <input type="checkbox"/> Winter Guard prop construction                    | <input type="checkbox"/> Haul Trailers (Football games)                  |
| <input type="checkbox"/> Winter Percussion prop construction               | <input type="checkbox"/> Marching band uniforms (measure/fitting)        |
| <input type="checkbox"/> Bus Chaperones (Competitions, 3 parents)          | <input type="checkbox"/> Bus Chaperones (Football Games, 3)              |
| <input type="checkbox"/> Trip Chaperones (Overnight, 2 men & 4 women)      | <input type="checkbox"/> Wipe-down Bleachers (Football Games)            |
| <input type="checkbox"/> Photography/Videotaping                           | <input type="checkbox"/> Section Goodie Bags (Competitions)              |
| <input type="checkbox"/> Water Jugs (Football Games)                       | <input type="checkbox"/> Water Jugs (Competitions)                       |

### Practices/Miscellaneous

- |   |  |
|---|--|
| <input type="checkbox"/> Tuesday/Thursday Night Light Set-up                                | Warm-ups (Fittings, distribution)                          |
| <input type="checkbox"/> First Aid Kit  | <input type="checkbox"/> Restock Supply Kit (donate items) |
| <input type="checkbox"/> Flag Sewing  | <input type="checkbox"/> Phone Tree                        |
| <input type="checkbox"/> Graphic / Artwork / Desktop Publishing                             |  |
| <input type="checkbox"/> Pre-season Clean up (Storage Room, Trailers, Trailer Storage Area) |  |

### Level of involvement

- I can help whenever you need me.
- I can help on a regular basis.
- I can help sometimes.

**Please complete this form and return it with your first band payment on June 9 to:**

RCMC  
PO Box 8126  
Alta Loma CA 91701

**RANCHO CUCAMONGA HIGH SCHOOL  
MARCHING COUGAR**

**STUDENT BEHAVIOR CONTRACT 2009-2010**

**CONTRACT EXPECTATIONS**

Your role as a Rancho Cucamonga Marching Cougar member must accurately communicate the standards and values that Rancho Cucamonga High School promotes. You are a school leader, and as such, your behavior and attitude set the example for others to follow. You are a student who performs in the public eye and you are expected to make sure that your behavior does not discredit or tarnish the image of yourself, your band unit, or your school. This behavior includes the education code, all school rules, and activity codes of the school. Violations of these expectations will cause disciplinary action and will affect your eligibility to continue in your role as a school representative.

Violation of Cougar Code of Conduct will result in a hearing and may cause you to be removed from the band activity.

**STUDENT CONTRACT**

I have read and I accept the Rancho Cucamonga Marching Cougar Contract Expectations and ALL the contents of the 2009-2010 Handbook. I understand the code of behavior and school expectations. I further understand the consequences for violation of any of the codes and/or guidelines. I understand that I am on a contract with the school administration, and any infraction or violation of the Cougar Code of Conduct will result in disciplinary action.

\_\_\_\_\_  
STUDENT NAME (PRINTED)

\_\_\_\_\_  
STUDENT SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PARENT SIGNATURE

\_\_\_\_\_  
DATE

**THIS CONTRACT MUST BE  
SIGNED AND RETURNED TO THE  
BAND DIRECTOR BY ALL  
STUDENTS**