



Heather Wickman  
Director of Bands & Orchestra

# Stevenson High School Instrumental Music

hwickman@livoniapublicschools.org  
Music website: www.shsmusic.org

Dear Marching Band Families:

Thank you for your patience as we work toward a safe and enriching marching band experience for the 2020-21 season. The task of reimagining “band camp” as we continue to learn about Covid-19 has been challenging. In this packet, you will find information regarding summer practices and our marching season. When individuals register for marching band, there are several items that will need to be completed. Below is a list to help guide you through the marching band registration process. Please be sure to read ALL information, complete the online registration, complete and upload your forms and pay the deposit to save your place in the drill. Below is some helpful information as you work through the registration process.

1. Read all information included in this packet. There is a great deal of information that will be new and guidelines that must be followed by ALL participants.
2. Complete the online Marching Band registration (<https://forms.gle/sXXLir9w7VDhg6as8> )
3. Pay a \$50 deposit through Paypal or check (Follow Link in Registration Confirmation Email)

Checks should be made payable to:

Livonia Stevenson Music Boosters

P.O. Box 531081

Livonia, MI 48153

4. Complete all required forms and upload to (<https://tinyurl.com/y6nzsmB4>)
5. Register for Music Note emails ([www.shsmusic.org](http://www.shsmusic.org)), encourage your child to sign-up for the Stevenson Marching Band Google Classroom (class code: qdukk3x) - Parents do **not** join as a student. Instead, please have your child invite you to view the classroom as a guardian, and like the Livonia Stevenson Music Boosters Facebook page.
6. Parents and students should also sign up for our Marching Band Remind 101 for Marching Band related text notifications, by texting the following codes to 81010:

Last name A-L: @shsmbal

Last name M-Z: @shsmbmz

Over the past several months the LPS music directors have worked together to develop a plan for our marching band camps that will provide an educational and social experience for our students while making every effort to keep them safe. We have been following the research and guidelines put in place by the state and working with LPS administration to be able to continue to provide a marching band experience for our students. It's important to understand that much consideration has been made regarding the realities of the COVID-19 situation. While it will most definitely look different than years past, I believe our Stevenson music community will rise to the challenge and work together for a successful camp despite the obstacles COVID-19 presents.

With the many uncertainties we are facing, the LPS band directors have worked to create a plan that, barring any extreme and sudden circumstances, should allow our students to continue to find joy and reward through participation in our marching band programs. Our goal is to allow our students to be a part of the marching band while providing the opportunity in a safe and healthy manner.

These are some of the changes we are making to ensure the safety of your children and families.

1. Camp will be held at home this year, on a reduced schedule with no overnights.
2. Our drill will require students to maintain at least 3-4 step spacing (6.2 feet - 7.5 feet), with greatly reduced movement on the field.
3. Health checks will need to be completed prior to each practice. Students with symptoms will be required to follow LPS protocol for returning to practice/school.
4. Masks will be required and sanitation and safety practices will be implemented.
5. Social activities will be adjusted to eliminate close proximity of students.

Please remember as you read through the packet, the new regulations are in place to keep our students safe. No matter which phase our region is in when we meet as a marching band, it is extremely important that ALL involved follow the guidelines so we can be successful and safe!

We are excited to start another great season with the Stevenson Marching Band and get back to making music together.

All the best,

***Mrs. Wickman***, Director of Bands and Orchestra

***Ms. Sato***, Marching Band Assistant Director

### FEE SUMMARY

Item	Fee	Due	Details
Deposit	<b>\$50</b> <i>Paypal/Credit Debit (preferred method)</i> <i>OR</i> <i>Check to LSMB</i> <i>Mail checks to:</i> <i>Livonia Stevenson Music Boosters</i> <i>P.O. Box 531081</i> <i>Livonia, MI 48153</i>	August 3	To participate in marching band, individuals must reserve their coordinate on the field so drill can be customized to the band. All marching band members are required to pay a <b>\$50 DEPOSIT</b> by August 3. Camp fees help cover the cost of band camp, show shirts, show music and design, and instructors.  Contact Mrs. Wickman if you need an extension.
Balance	<b>\$80</b> <i>Paypal/Credit Debit (preferred method)</i> <i>or</i> <i>Check to LSMB</i>	August 12	Contact Mrs. Wickman if you need an extension.
Pay-to-Participate <i>LPS required fee</i>	<b>\$50</b> Online - LPS District website	August 17	Each marching band member is required by LPS to pay a <b>\$50 participation fee. These payments must be submit to the district online.</b> The link will be available on the music website as soon as it is made active.

***\*There are no refunds if a student quits or is dismissed for disciplinary reasons.***



# LIVONIA PUBLIC SCHOOLS

15125 Farmington Road • Livonia, Michigan 48154

Phone (734) 744-2500

Dear Parents and Guardians of Marching Band Students,

The Livonia Public School District, in conjunction with the Executive Order of Governor Gretchen Whitmer, and the guidance of the MHSAA and the NFHS, will be allowing the Marching Band to meet with their respective Instructors for purposes of rehearsing for the upcoming 2020-21 school year.

The Music Directors have met with each of their respective Instructors and have provided training on the guidelines supplied by the above-mentioned agencies. The Instructors understand these guidelines and will follow all safety protocols. Marching Band members must also follow all safety guidelines and protocols or they will be counseled and could ultimately be restricted access from participation.

Strict guidelines for outdoor activities will be followed by all personnel and participants when practices begin. Provided below is a list of these conditions:

- Marching Band students must provide a personal water bottle (their name must be shown on the bottle) and hand sanitizer each day of attendance. Students will be asked to disinfect their hands every half hour.
- Student band members and Instructors must complete the online health form within one hour of arriving at practice to be permitted to participate. Students and Instructors who are demonstrating any symptoms such as fever, cough, shortness of breath, sore throat, or diarrhea are required to stay home. A Director or Instructor may send a student home if they are exhibiting symptoms at any time during practice.
- Sharing of water bottles, food, or other personal items, such as cell phones, is not permitted.
- Instrument lockers and storage rooms will not be available during Phase 4. Students must take their equipment/instruments home after every session.
- Brass players will follow strict water key release procedures for sanitation purposes.
- All activity during Phase 4 will take place outdoors. Rehearsal rooms, instrument storage/lockers and any other locations within the buildings will not be available.
- Social distancing will be stressed and implemented.
- Restrooms at the Annex building will be available for use by one person at a time.
- If threatening weather is in the area, students will be directed to their cars or sent home. The MHSAA rule states that there will be a 30-minute delay in activity if thunder is heard or lightning is seen. Limited access to sheltering will be available until students can be picked up.
- Student band members will be asked to wear a face mask when not involved in cardiovascular activity. Instructors will be wearing face masks.
- Phase 4 practices may only occur in supervised pods of 20.

Certainly, there could be additional questions or concerns not listed above. If you would like further explanation or information, please notify your respective Instructor, Marching Band Director or the Director of Secondary Education for further clarification. Our #1 goal is to ensure the safety and well being of each Marching Band member.

Daniel Willenborg, Director of Secondary Services, Livonia Public Schools, [dwillenb@livoniapublicschools.org](mailto:dwillenb@livoniapublicschools.org)

Elizabeth Hering, Music Director, Churchill High School, [ehering@livoniapublicschools.org](mailto:ehering@livoniapublicschools.org)

Leann Kuchta, Music Director, Franklin High School, [lkuchta@livoniapublicschools.org](mailto:lkuchta@livoniapublicschools.org)

Heather Wickman, Music Director, Stevenson High School, [hwickman@livoniapublicschools.org](mailto:hwickman@livoniapublicschools.org)

## MARCHING BAND CAMP

**Leadership Clinics** (Drum Majors and leadership team): August 10 and 11 (times TBA)

**Pre-Camp:** August 12-14 @ Stevenson H.S.

**Camp:** August 17-21 @ Stevenson H.S.

### MI Safe Start PHASE 3 :

Should Wayne County be in **Phase 3** of the Michigan Safe Start plan prior to camp week, camp would be CANCELED and families would receive a refund of the \$80 marching band fee. If the state moves to Phase 3 during camp week, partial refunds may be available.

### MI Safe Start PHASE 4 & 5:

If we are in Phase 4 or 5, our practice will be completely outside. There will be no access to the building. This brings challenges of water and restroom access. In addition, if we are in Phase 4, we have the added requirement of practicing in pods of 20 students. Students would be placed in a pod with a coach who would lead students in music and marching practice. Once our region moves to Phase 5, we would be able to put the sections together to rehearse our show.

#### CANCELATION POLICY

*If our region moves back to Phase 3 at any time during the marching band camp sessions, all band camp activities will be canceled and the \$80 balance will be refunded. The directors and/or administration reserve the right to cancel/end camp in the event any protocols/procedures are not being followed or there is concern for student safety.*

### Pre-Camp Schedule

Monday, August 10	Time TBD	Leadership Team (Virtual)
Tuesday, August 11	Times TBD	Leadership Team (Virtual - AM; In Person PM)
Wednesday, August 12	10a-12p 6-8p	1st and 2nd year marchers and drumline ALL marchers
Thursday, August 13	6-8p	ALL marchers
Friday, August 14	6-8p	ALL marchers

### Camp Schedule

Monday, August 17	1-2:30p or 3-4:30p 6-8p	Sectionals ( <i>sections would be assigned to ONE sectional time</i> ) All marchers
Tuesday, August 18	1-2:30p or 3-4:30p 6-8p	Sectionals ( <i>sections would be assigned to ONE sectional time</i> ) All marchers
Wednesday, August 19	1-2:30p or 3-4:30p 6-8p	Sectionals ( <i>sections would be assigned to ONE sectional time</i> ) All marchers
Thursday, August 20	1-2:30p or 3-4:30p 6-8p	Sectionals ( <i>sections would be assigned to ONE sectional time</i> ) All marchers
Friday, August 21 <b>If in Phase 5</b>	10a-12p 5-6:30p 7p	ALL marchers <i>All marchers</i> <i>Performance (will only happen if we are in Phase 5)</i>

## **GENERAL INFORMATION**

- ONLY outdoor practices may occur NO indoor practices at this time. Practices will be canceled in the case of inclement weather.
- Indoor rehearsal and storage spaces are off-limits and prohibited for use.
- Students will need to bring equipment to and from each practice.
- Public restrooms in the Annex building will be open. Restrooms can only be used by one student at a time.

## **DAILY HEALTH SCREENINGS**

Students, parent chaperones, and instructors will be required to fill out a “COVID-19 Monitoring Form” no more than ONE hour before each practice. This is a symptom check which records physical symptoms.

BOOKMARK this page for easy access before each practice: [SHS MB Form](#)

If any instructor, parent, or student answers “yes” to any of the questions on the screening form, they will not be permitted to participate and immediate communication with the Band Director will be required. The individual is not allowed at rehearsal until the individual receives a negative test and provides a copy OR the individual is fever free (temperature less than 100.4) for 72 hours without the use of fever reducing medications, there is improvement in respiratory symptoms (i.e. cough, shortness of breath), and at least 7 days have passed since the first symptoms have appeared.

## **MASK POLICY**

All students, staff, and volunteers will be required to wear a mask at all times (except when drinking or as required by instrument when playing). Students must bring their own mask. We are also working to provide one mask for each student that will allow individuals to play while keeping the mask in place. Individuals need to wash their masks and wear a clean mask to each rehearsal. *Individuals who do not follow the mask policy will not be allowed to participate in the Stevenson Marching Band.*

## **HYGIENE**

- Instructors and students should stay at home if they feel ill. Individuals should seek medical care early and stay away from others if they are not feeling well.
- Individuals must arrive at practice dressed for the activity.
- Students are encouraged to shower and wash their clothing immediately upon returning home.
- Students will be directed to use their hand sanitizer every 30 minutes.

## PHYSICAL DISTANCING

- Students shall remain a minimum of 6' apart during practice, and, when appropriate, placement will be marked.
- Individuals will not congregate in common areas (restrooms, storage spaces) and must remain at least 6 feet apart.
- Equipment is not allowed to be shared.
- Limit physical contact with others. Do not shake hands, hug, fist bump, or borrow phones.
- Food is not allowed to be shared. Individuals cannot bring food to share with others (snacks, baked goods, birthday treats, etc.)

*Individuals who do not follow the physical distancing requirements will not be allowed to participate in the Stevenson Marching Band.*

## ITEMS TO BRING TO EACH PRACTICE

*There will be NO sharing of equipment, water bottles, phones, or any other personal items or food. There will be NO storage at the school. ALL items must be brought to and from each rehearsal.*

- **Large water bottle/jug** filled with water and marked clearly with your name.  
*We CANNOT use the water containers we usually provide at the field and individuals will NOT have access to the building or water fountains.*
- **Hand sanitizer**  
*Individuals will be expected to bring their own hand sanitizer and will be directed to use hand sanitizer at regular intervals during practice.*
- **Clothing for all weather possibilities** (rain, heat, wind, cool temperatures)  
*We will NOT have access to the building and will rehearse outside - even if raining. Practice will be canceled in the event of severe weather.*
- **Mask** (*wash each night*)
- **Sunscreen, hat, and sunglasses**
- **Instrument** (*reeds, valve oil, neck strap, sticks, etc.*)
- **Music**
- **Flipbook, lyre** (*woodwinds and brass*)
- **Three-Ring Binder** (*percussion - drumline and sideline*)
- **Drill** (*dotbook and/or coordinate sheet, poker chips for setting drill*)
- **Dot book binder** (5.5 x 8.5) and sheet protectors (*shoelace or lanyard*)
- **Pencil and sharpener, highlighters**
- **Fabric tool belt** to hold items you will need on the field

## EQUIPMENT

- Due to students being unable to enter the building, students will NOT be able to use their lockers for storage of their instrument, music, or other personal belongings.
- Students will be responsible for transporting their own instrument to and from rehearsals.
- Regardless of ownership status, instruments will remain in their cases until they are at the practice field and then may be safely assembled.

## DROP-OFF and PICK-UP

Our practices will be held at the marching band practice field behind the softball field at Stevenson High School. Some of our evening practices will be held in the Stevenson Stadium. Students may be dropped off and picked up in the parking lot outside of the practice field.

- Parents should remain in the car for drop off and pick up in order to adhere to strict physical distancing practices.
- Students driving themselves should park in the student parking lot. Students will not congregate in the parking lot before or after rehearsal.
- If you must bring your student late or pick them up early, please fill out the [absence form](#). Attendance is crucial for productive rehearsals, but we understand that there may be symptom/exposure-related reasons students will be out of practice this year. Due to the expected disruption to rehearsals, we are asking everyone to be mindful about scheduling commitments like routine doctor/dentist appointments, senior photos, or other arrangements/obligations that might conflict with camp or practices.
- Carpooling is highly discouraged.

*Due to the lack of indoor access, parents are encouraged to have a plan in place to pick up students from practice in the event of unanticipated severe weather. If rehearsal ends early due to inclement weather, a Remind text message will be sent out immediately.*

## PARENT VOLUNTEERS

Chaperones are a critical part of a smooth camp, but no specific skills or experience is needed. Adult chaperones will be at camp at all times in addition to the camp staff, coaches, and our band director. A trained medical person will be at camp at all times.

- Parent volunteers must complete an iCHAT prior to camp (complete online by August 3 to ensure you are cleared before camp begins). Please see the following section on information regarding the iCHAT.
- Parent volunteers will be expected to follow and enforce the health guidelines and physical distance requirements set forth by LPS administration and the director.
- Parent volunteers will need to fill out the [Health Screening Form](#) before attending any practice.

## **DISTRICT ICHAT for VOLUNTEERS**

Parents who volunteer or chaperone band students must complete the district online iChat form (<https://tinyurl.com/ichat2020>). This form is updated by the LPS district each year. If you are volunteering to help the music department throughout the year, you must complete the online form to ensure you are cleared to volunteer. If you do not plan to volunteer for camp but want to help later in the year, you will need to complete and submit the form before you can be cleared to volunteer. The processing time the district requires for the iChat form can be as long as 2-3 weeks. If you are chaperoning band camp, it is imperative that the iChat form is processed prior to camp. Once you have been cleared for one Livonia Public Schools chaperone or volunteer activity, you will not need to fill out another iChat form until the following school year.

ICHAT.

*For further information or to volunteer, please email Mrs. Wickman @ [hwickman@livoniapublicschools.org](mailto:hwickman@livoniapublicschools.org) or John Rae @ [johnnyrae@gmail.com](mailto:johnnyrae@gmail.com).*

## **UNIFORMS**

To alleviate challenges with fittings, students needing to change before and after games, and to remove the need for the raincoats, we will not march in our formal marching band uniforms this year. Students will wear a casual uniform of their show shirt and a common color pant to be determined. Since the weather gets cooler the further we get into our season, the Music Boosters will be purchasing a marching band jacket for each student. The jackets will be worn as part of the uniform.

## **FEES and PAYMENT**

- To help make the registration process even easier this year, we are waiving the Paypal fee for individuals who would like to pay their fees online. Payal is the preferred method for payment for marching band fees. If you are paying by check, please send payment to the Livonia Stevenson Music Boosters at:  
P.O. Box 531081  
Livonia, MI 48153
- Individuals who have not made any payments by August 3 are subject to being dropped from the half-time show due to the custom drill written for our band.
- Registrations after August 3 will only be accepted if there is an opening.

### **IMPORTANT SUMMER COMMUNICATIONS AND REMINDERS**

are done via our email blast, Marching Band Google Classroom, or posted on the music Facebook page. If you have not signed up for emails, the google classroom, or joined our Facebook page, please do so by going to the URLs below.

[www.shsmusic.org](http://www.shsmusic.org) and [www.facebook.com/MusicBoosterSHS](https://www.facebook.com/MusicBoosterSHS)

Google Classroom code: qdukk3x



# STEVENSON MARCHING SPARTANS

## RULES & REGULATIONS

1. Punctual, mandatory attendance at all scheduled activities and practices.
2. Follow all work/clean up assignments.
3. Students may not leave camp for any reason without permission from Mrs. Wickman. This includes leaving with a parent or chaperone before camp ends.
4. Students will be responsible for damage to personal property.
5. Hazing, initiation or any other kind of intimidation to any person is strictly forbidden. Students involved in this type of activity will be sent home immediately and banned from marching band.
6. Possession of alcohol, drugs, or cigarettes is not permitted. Students who bring illegal substances to camp will be sent home immediately, suspended at the start of the school year, and dropped from marching band permanently.
7. Knives or firearms are not permitted.
8. Disrespect or rudeness to the director, field instructors, chaperones, or camp staff will not be tolerated.
9. Breaking any rules will result in camp dismissal. Parents will be contacted to pick up the student immediately.

*By participation in Band Camp, students agree to abide by the above rules.*

*As this is a school activity, all Stevenson rules apply just as if the students were on school property, including dress code.*

### **COMMITMENT and CONFLICT OF INTEREST**

The following policies are in place to create an environment that will allow the Stevenson Marching Band to reach the highest marching and musical potential. If you choose to participate in marching band you become a very important part of our show. Your presence is necessary at every practice. A hole on the field causes confusion for your entire section and slows down practice for the entire band. If you wish to participate in marching band, do not commit to other activities that would conflict with the marching band practice schedule. Your highest musical skills are required for our band to sound its best; therefore your enrollment in a music class is required for participation in marching band.

- Students may not participate in a fall sport and marching band.
- Students may take a 7<sup>th</sup> hour and participate in marching band. Please be sure to note your intention to take 7<sup>th</sup> hour on your registration form.
- Students must be enrolled in a band, orchestra, or choir class to participate in marching band (except Guard).
- ***Students must arrange their work schedules, appointments, college tours, and vacations around marching band camp, practices, and performances.***



# Stevenson Marching Spartans

Pre-Camp: August 12-14

Band Camp: August 17-21

Welcome to the 2020-2021 Stevenson Marching Band Season! We hope you have a great summer. This year we will be presenting *Lean on Me* as our show. It will be a challenge, but we can't wait to get started. Here are some helpful hints to get you ready for pre-camp.

## **Eat a meal before practice – Bring a Snack!**

Marching and being in the heat on an empty stomach is not a good idea. Include protein in your meal to help you keep your energy up. We need you to be healthy, happy, and ready to go. We also encourage you to bring a quick snack to help keep your energy up for marching rehearsal.

## **Bring Water**

We can't stress enough the importance of drinking water. Since you will be out in the sun marching, you will be sweating and will easily become dehydrated. You must replace the fluids in your body. Since water bottles will NOT be provided and there will NOT be access to water fountains, you MUST bring water to camp every day.

## **Marching Shoes**

Tennis shoes must be worn at all marching band practices. Sandals, flip-flops, dress shoes, or any shoes other than lace up athletic shoes are not adequate for band camp marching. If you come to practice in inadequate shoes, your parent will be contacted to bring you shoes.

## **Clothes**

Dress in modest comfortable clothes (athletic shorts are recommended for ease of mobility). We will spend all of our time outdoors, so dress for the weather. Although it will be hot, shirts are required on both guys and girls. No swimsuits will be allowed. Bare midriffs, spaghetti straps, low cut tops, and short shorts will not be tolerated. Sunglasses, hats, and sunscreen are strongly recommended.

## **Practice Necessities**

Since our rehearsal time will be spent outside, you will need to purchase a flipbook and lyre for your music. These can be purchased at any local music store such as Marshall's or Cameron's. In addition, be sure to bring a pencil to every practice. You will be charting your drill sets in your dot book and making notes in your music at EVERY rehearsal.

## **Attendance**

Attending ALL practices for the entire scheduled time is extremely important. Our show depends on every individual participating fully to create the designs and support the sound on the field. We know illness and emergencies cannot be avoided. If you find yourself in one of these situations, contact Mrs. Wickman.

We are looking forward to another fun-filled and productive season for the Marching Spartans of Stevenson High School. We hope you are having a great summer and staying healthy and safe!

Nathan Lyle  
Drum Major

Ava Hanchon  
Assistant Drum Major

## Tips, Hints, and Helpful Information for Marching Band Families

- Marching Band students must be in a curricular band or orchestra class each year to participate in Marching Band (with the exception of Color Guard).
- Parents who volunteer or chaperone band students must complete the district online iChat form (<https://tinyurl.com/ichat2020>). This form is updated by the LPS district each year. If you did not complete the online form for marching band and plan to volunteer later in the year, you will need to complete and submit the form before you can be cleared to volunteer. The processing time the district requires for the iChat form is 2-3 weeks. If you are chaperoning band camp, it is imperative that the iChat form is processed prior to camp. Once you have been cleared for one Livonia Public Schools chaperone or volunteer activity, you will not need to fill out another iChat form until the following school year.
- Besides the Band Camp costs, there are minimal associated costs that are required for a student to participate in Marching Band. These include but are not limited to shoes for new members and those needing replacements, gloves, color guard tunic, marching lyre, flip book, page protectors for dot books, and beret for sousaphone members. Students will need solid black socks for marching. Each Marching Band student will receive, at no cost, one show T-shirt as a part of their uniform.
- Marching Band practices are mandatory for students and usually held in the fall on Tuesdays, Wednesdays, and Thursdays after school (6 to 8 hours per week practice commitment) Color Guard and drumline may have additional practices during the season.
- Marching Band students are required to stay after practices and home games for cleanup. Chore duty is divided by instrument sections throughout the season, with sections alternating the days they have the duty.
- Home Games are mandatory for Marching Band students. Students are required to arrive at 6:00pm for warm-up and inspection. Marching Band students sit together in the bleachers (the first section of the home bleachers) and are not allowed to leave (except for the restroom with permission). Band families usually sit in the 2nd section of the bleachers. There will be a sign-up for band families to donate snacks and water for the home games.
- There is no cost for Marching Band students to attend home and away games, but band families must pay entrance costs. Stevenson offers both a one-time entrance pass and a yearly entrance pass (if your child(ren) participates in any athletics, it may be more cost effective to purchase a yearly entrance pass).
- The Stevenson Marching Band's main purpose is performance and support for football games, so the bulk of the commitment is during the fall term. However, it is a YEAR-LONG commitment. The Marching Band participates during school day spirit events and/or pep assemblies year-round. They also perform in the evening twice during the spring semester (Collage Concert and Band-O-Rama).
- It has been a tradition that Marching Band students attend after game get-togethers at students' homes. These privately hosted events are for Marching Band students only and hosted by individual families.