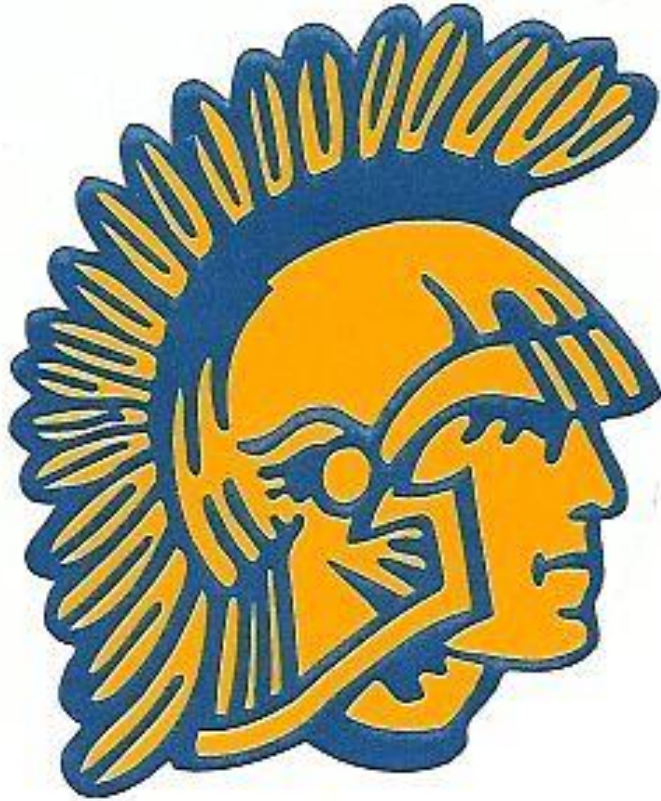


Owosso High School  
Trojan Bands



Handbook and Calendar 2022-2023

Owosso High School  
Trojan Bands

Dear Students and Parents,

The purpose of this handbook is to let you know our expectations for every member of the Owosso Band Program. While no handbook can address every question you may have, we have included information concerning the most frequently asked questions by students and parents about:

**\*Attendance policy**

**\*Instrument and equipment requirements**

**\*Use of school-owned instruments**

**\*Instrument maintenance and repairs**

**\*Uniform requirements**

**\*Class expectations**

**\*Grading**

**\*Challenge policy**

**\*Helpful hints for TMB marchers**

**\*TMB commands**

**\*Extra performance opportunities**

At the end of this handbook, please find a form to be signed by both student and parent and returned to your director ASAP.

Welcome to the Owosso High School Band Program. We are looking forward to an enjoyable year with you!

Jillian Kowalczyk  
Head Band Director  
Owosso High School  
[kowalczyk@owosso.k12.mi.us](mailto:kowalczyk@owosso.k12.mi.us)  
(989) 729-5595

Jordan Sterk  
Assistant Band Director  
Owosso High School  
[sterk@owosso.k12.mi.us](mailto:sterk@owosso.k12.mi.us)  
(989) 729-5576

# Course Expectations

The Owosso Band program is not only a place where creativity and music making happens. The Owosso Band program has many time honored and well respected traditions that are important to our program and community. As a member of the band, please be sure you understand the expectations and do your best always. Failure to meet these expectations may result in removal of position or removal of the program.

1. **Students are expected to play their instruments both responsibly and passionately.** PRACTICE!!! A student demonstrates responsibility by having all of the right notes in all of the right places in a timely manner. Passion for music is conveyed through attitude, enthusiasm, posture and overall musicality. **Be prepared for all rehearsals, exams, auditions and performances.**
2. Students will demonstrate proper respect and care for uniforms, instrument, band room, sheet music and all other equipment. Students will also demonstrate respect toward each other, section leaders, drum majors and directors.
3. Students are expected to attend all rehearsals and performances on time with the proper instrument, equipment, pencil and music. It is the responsibility of each student to keep track of scheduled events and adjustments to the schedule.
4. When scheduling conflicts arise, communicate these to the director well in advance of the date. In the event of an emergency such as a death in the family or severe illness of the student, contact the director as soon as possible. A signed note from the student's parent or guardian and additional documentation (doctor's note, wedding or funeral program, etc.) will be required upon student's return.
5. **Conflict with student jobs DO NOT qualify as an excused absence from a rehearsal or performance.** Develop your communication skills! Give your employer a copy of your schedule NOW and work with them to design your schedule around these dates.

The directors reserve the right to determine the legitimacy of excused absence requests. Additions or changes to the schedule are possible and will be communicated as quickly and effectively as possible. Any scheduling changes may be required course elements and graded as such.

Student must stay informed via remind and the band website for such changes.

# OHS Band Absence Guidelines

Absences from performances and dress rehearsals are severely detrimental to student musical organizations. Preparation time that may be counted in weeks could be wasted by having student absences that create performance problems, and could result in an inadequate performance. The musical qualities of blend, balance, musicality, and performance ease can be seriously jeopardized. When one member is missing, all are affected. The absence of one student could destroy a performance.

As such, absences from outside rehearsals and performances are viewed by conductors as extremely harmful to the music group and are discouraged as strongly as possible. It is also recognized that extenuating circumstances sometimes arise, and must be treated with compassion and understanding. Each absence will be treated individually by the teacher involved, and will follow the following guidelines.

Criteria for excused absences from performances and/or outside school rehearsals are as follows:

- A. Death in the immediate family. A signed note from student's parent/guardian will be required upon student's return and other documentation of attended event.
- B. Severe illness of the student. A signed note from student's doctor and parent/guardian will be required upon student's return.
- C. Extenuating circumstances (situations such as conflicts with other OHS school activities/games or other director approved once in a lifetime circumstances, such as the wedding of a sibling). These are cases where teachers, coaches, students and parents should be able to resolve the conflicts with appropriate scheduling. These conflicts must be communicated with at least two weeks notice so that ample time is available to resolve the calendar conflict and make ensemble adjustments as needed.
  - a. Students are expected to be at rehearsal whenever possible. In general:
    - i. conflicts with two practices should be split
    - ii. Conflicts with performances/OHS school activities/games and practices
      1. Students should go to their concert/OHS game/match/event and attend whatever part of practice that they can whenever possible
    - iii. Conflicts with band performances and OHS activities/games – teachers, coaches, parents and students should work together to resolve the conflict

Conflicts outside of the attendance policy will not be excused. Conflicts should be avoidable and resolvable with proper scheduling and conversations involving teachers, parents, students and/or employers.

In the case of an *excused absence* from a musical event, a make-up assignment will be offered to the students who follow up with the director and complete the assignment within one week of the student returning to school. This make up assignment will be to perform the music from the performance as advised by the director. The performance grade will be the student's grade. Though students may be able to earn back some missing credit, **full credit for a missed musical event will not be available.** All assignments must be completed within one week of the missed event. **Students with unexcused absences will not be given a make-up assignment.**

Unexcused absences from performances and rehearsals may result in the lowering of the grade.

# Pride, Positive Attitude and Attendance

Are some of our most important foundations.

These two skills can help insure your success! To protect the overall interests of the band and maintain our high standards of performance, the following policies are detailed below for your information:

- Tardiness may result in loss of or reduction of credit for the class period or event. It may also lead to suspension from a performance.
- An unexcused absence from a performance will result in lowering of the grade.
- Failure to demonstrate proper respect for uniform, instrument, band room and music may result in lowering of grade for the class period, event or course.
- After previous warnings, further penalties such as separation from the band or denial of performance privilege may be imposed.
- Removal from a performance, due to failure to meet minimum acceptable standards, may still require attendance at the performance in uniform in order to receive credit.
- The OHS band program defines hazing as any action taken or situation created which is intentionally designed to produce mental or physical discomfort, embarrassment, harassment or ridicule. Any violation of the OHS Band hazing policy will be handled immediately and may result in student's dismissal from the band.

# Grading

**Band at Owosso High School is a credit-granting course of study. All performances, rehearsals, extra schedule rehearsals and playing tests are taken into account in determining the grades earned by each student.**

## Daily Grade:

- Students have the opportunity to earn points in daily rehearsal, given that the student is prepared and follows class expectations.
- Points are earned for correct performance of the assigned music, correct posture and responding to rehearsal suggestions.
- Points are earned for turning in tests or auditions on time.
- Points are earned when a student is prepared for and engaged in rehearsal.
- Participation points can also be lost for repeated poor performance of the assigned music, inappropriate behavior, tardiness or uniform violations.

## Instrument and Equipment Requirements

The following items must be addressed regularly in order to be successful:

- Check your instrument to be sure it is in good working condition. Take care of any needed repairs.
- Plan ahead to purchase mouthpieces, reeds, oils, sticks, mallets, etc
- Provide your own: pencil, tape, rubber bands, clothespins
- Reed players are required to have at least 2 working reeds with them at all times. Reed guards are recommended to keep reeds safe, clean and working longer. All students should be using size 2 ½ or higher in high school.

## Use of School-Owned Instruments

Owosso High School Instrument Use Contracts require students and parents to agree to the following conditions:

- The cost of repairs due to carelessness will be passed on to the parents or guardians of the student. (OHS will pay the cost of normal maintenance.)
- The cost of replacement of an instrument due to carelessness or negligence will be passed on to the parents or guardians of the student.
- The privilege of using a school-owned instrument may be revoked if the student is not making reasonable progress or if the student mistreats the instrument.
- The student or parents are responsible for purchasing supplies such as proper reeds, oil, sticks, mallets, etc. for school-owned instruments.
- REPLACEMENT OF LOST OR DAMANGED INSTRUMENTS, NECKSTRAPS, MOUTHPIECES, TUBA BITS, TUBA NECKS, or other instrument parts will be the responsibility of the instrument user.

## Instrument Maintenance and Repair

- Taking care of your instrument and storing it properly in the case is required.
  - For sanitation and safety of the instrument, please do not share instruments.
  - When repairs are needed, we recommend the following repair facilities:  
---Marshall Music, Herter Music and DG's Woodwind Representatives. Marshall Music calls on our district once per week and can pick up and deliver repairs to the music office.
- \*\*\*If you are planning to buy a new instrument or mouthpiece, please contact your director for guidance before making a purchase. Lesser quality items may not be used\*\*\**

# Marching Uniforms

All *Freshman Marching band* members will be fitted with a uniform after TMB uniforms have been issued but before the Veteran's Day performance in November. Freshman marching band uniforms consist of consist of bib pants, a jacket, gold cords and a hat.

All *TMB members* will be fitted with a uniform before or during band camp in August. TMB uniforms consist of bib pants, a jacket, hat, spats. Plumes are distributed and collected at performances.

**ALL OHS MARCHING BAND STUDENTS** are expected to provide their own black socks (mid-calf length) and black shoes (with a heel). White gloves are also to be provided by the student and are available for purchase at band camp and most performances. Flute and Clarinet players may cut fingers of gloves as needed with permission.

\*Any student who cannot afford the purchase of these items should see their directors personally.

## MARCHING UNIFORM RULES:

- Wear ALL of your uniform *appropriately* in public (hat on, jacket zipped, etc.)
- Keep hair above the collar. Hair bands, clips, etc. must be hidden and match hair color for minimum distraction
- No excessive jewelry, cosmetics or fingernail polish and no face painting
- Represent Owosso and the Owosso Band Program with class!

## MARCHING UNIFORM CLEANING:

- During band camp and in the fall, each member is issued a clean uniform. Students are responsible for keeping the uniform clean and in good repair. Take your jacket and pants to the dry cleaner (remove cords first!). Spats and hats should be wiped down with a damp cloth as needed. Gloves may be machine washed/bleached.
- Always hang your uniform on a clothes hanger after every wear.
- Uniforms need to air dry. Do not put sweaty or wet uniforms into a garment bag.
- Marching band uniforms and raincoats are collected *immediately* after the group's last outdoor performance. Please remember to dress accordingly and help the boosters collect uniforms in the most orderly way possible.
- Because of OHS budget limitations, the Band Boosters will pay for the summer dry cleaning cost of the uniforms. This is roughly \$12 per uniform. Any monetary assistance would be greatly appreciated. Please make checks out to Owosso Band Boosters.

## MARCHING BAND UNIFORM FITTING GUIDELINES:

**All band members need to follow these guidelines for their fitting session:**

1. Hair must be up and under hat. Bring clips, hair ties and head bands as needed.
2. Wear your marching shoes
3. Wear the clothing you will be wearing under your uniform (bike shorts, leggings, tank tops, t-shirts, etc.). This will help make sure your uniform fits properly.



# Concert Uniforms

**Freshman Band** concert uniforms will be issued before the first concert in October. All students will wear these uniforms at concert season events. All students will be provided with the necessary uniform parts EXCEPT black, closed toe, low heel/flat dress shoes and black socks/nylons/stockings which they must provide on their own.

**Concert and Symphony Band** concert uniforms will be issued before the first concert in December. All students will wear these uniforms at concert season events. All students will be provided with the necessary uniform parts EXCEPT black, closed toe, low heel/flat dress shoes and black socks/nylons/stockings which they must provide on their own.

\*Any student who cannot afford the purchase of these items should contact their director.

## Concert Uniform Rules, Care and Cleaning:

- Wear the entire uniform. No additions or subtractions.
- Hair must be neat and a natural color.
- No excessive jewelry, cosmetics, hair accessories or nail polish.
- Completely hang the uniform immediately after every use. It will stay fresh, minimize wrinkles and will be easier to find next time.
- Pants and jackets must be dry-cleaned.
- Tux shirts, white blouses and black dresses may be machine-washed.



## Uniform Alterations

- Jacket sleeves, pants and skirts may be hemmed. Please also remove any hems before returning the uniforms.
- Please **DO NOT** cut the fabric. Uniforms altered permanently may result in a uniform replacement fee.
- If you need assistance with alterations, please contact your uniform chair. This year our uniform chair is Mrs. Jenelle Elkins. She can be reached by email: [steele-elkins@owosso.k12.mi.us](mailto:steele-elkins@owosso.k12.mi.us)
- Assistance with alterations is always welcome. Please contact your director or uniform chair if you or someone you know would be willing to help us look our best!

# CHALLENGE POLICY

Membership in a given band and chair placements within each band will be determined through individual auditions. Freshman Band students as well as Concert & Symphony Band students will audition in the fall.

Chair challenges may be made to resolve disputes and also allow ambitious band members to work their way up through their section. Challenges will be heard via recordings made by appointment before school, after school or during lunch. At the discretion of the directors, some challenges may take place during class time.

Challenges will be subject to the following rules:

- There will be at least two challenge windows. These will be announced in class and close well before a performance.
- A student can only challenge the same person twice in one concert cycle.
- Students may challenge up no more than three chairs. If the challenger loses, chairs remain the same. If the challenger wins, the students will switch chairs.
- If a student is challenging a chair that plays a different part, it is the challenger's responsibility to obtain and learn the higher chair's music.
- Students wishing to challenge into another band must first obtain the first chair position in their band. They must then challenge the last chair in the next band and win.
- Students must give one week's notice to the person being challenged. Challenge dates and times are set with a director by the students involved. Date and time can be changed by mutual agreement and with director approval.
- Challengees may not refuse a challenge.
- The music to be played in the challenge may be chosen by the challenger from the literature currently being played. The portion of the music to be performed will be selected by the director.
- If either person does not perform the challenge for any reason other than an excused absence, they forfeit the challenge.
- No challenges will be heard after the last day of the window.

# **CHALLENGE RULES/GUIDELINES**

1. You can only challenge one person at a time
2. You can only play one challenge per day
3. You cannot deny/dodge/avoid a challenge
4. Challenges can be no more than 3 chairs up
5. 3 challenges per cycle between any 2 people
6. Challenger must play and get challengee part
7. Challenges end 3 weeks before performance
8. Challenges take place 1 week after official sign up
9. A challenge will consist of at least 2 scales and an excerpt of music
  - a. Challengers select the piece of music, directors select the measures the day of the challenge
  - b. Challenges across bands will be from a new music selection chosen by the director
10. See your director **WITH YOUR CHALLENGE PARTNER** to sign up and make it official

# Say What?...

The College Entrance Examination Board found that students in music appreciation scored 63 points higher on verbal and 44 points on math than students with no arts participation.  
*College-Bound Seniors National Report: Profile of SAT Program Test Takers, Princeton, NJ: the College Entrance Examination Board, 2001*

A study of 7,500 university students revealed that music majors scored the highest reading scores among all majors including English, biology, chemistry, and math.  
*The Case for Music in the Schools, Phi Delta Kappa, 1994*

People often wonder why it is that there are more restless students in the school system. I believe the reason is that they are being confined to core classes and tests. What fun is that? Many people need to have "a way out" so to speak. We need fine arts in our lives and in our schools. They help students excel and keep us from burning out.  
*Student, Ohio, 2011*

Music enhances the process of learning. The systems they nourish, which include our integrated sensory, attention, cognitive, emotional and motor capacities, are shown to be the driving forces behind all other learning.  
*Konrad, R.R., Empathy Arts and Social Studies, 2000*

Students of lower socioeconomic status who took music lessons in grades 8-12 increased their math scores significantly as compared to non-music students. But just as important, reading, history, geography and even social skills soared by 40%.  
*Gardiner, Fox, Jeffrey and Knowles, Nature, May 23, 1996*

Each year, the mean grades of the students that had chosen a music course in their curriculum were higher than those of the students that had not chosen music as an optional course.  
*Leonid Perlovsky, Harvard University, in the journal Behavioural Brain Research, 2013*

Students who participate in school band or orchestra have the lowest levels of current and lifelong use of alcohol, tobacco and illicit drugs among any group in our society.  
*Concurrent. Res. 266, United States House of Representatives, June 13, 2000*

With music in schools, students connect to each other better – greater camaraderie, fewer fights, less racism and reduced use of hurtful sarcasm.  
*Eric Jensen, Arts with the Brain in Mind, 2001*

I've been playing the violin for over 10 years... I am also able to use the skills I've acquired to being to teach myself guitar...in the meantime, I've developed a liking for higher level math, like calculus and science, like organic chemistry and physics. Sounds nerdy, I know, but I promise I'm not...  
*Student, Age 15, Chapel Hill, NC*

# Helpful Hints and Tips

- ❖ Our marching style is very strenuous. It is normal to be tired.
- ❖ Work on physical conditioning, such as running, sprinting or biking.
  - ❖ Stretch your muscles before and after you start rehearsal.
    - ❖ Drink A LOT of water.
- ❖ Make sure you eat before band practice. You will need the energy.
  - ❖ Dress in layers, especially for outside evening rehearsals.
- ❖ Music is the most important part of our marching band. Practice your horn every day to keep your chops in shape. Those muscles need conditioning too!
- ❖ You have many excellent leaders ready and waiting to help you. Please don't be shy. Ask for help!
- ❖ Some of our commands and drill patterns can be confusing. Ask questions!
- ❖ If someone criticizes your marching, don't take it personally...They are just trying to make the band better.
- ❖ Marching and playing at the same time is challenging. Keep working at it!
  - ❖ Lead by example. Lead with kindness. Lead with compassion.
    - ❖ You set the standard of excellence. Keep the tradition alive!
      - ❖ Be patient. All great things take time.
- ❖ Remember, we were all new marchers once. Be helpful and encouraging.
  - ❖ Every member of this band matters. YOU are important!
    - ❖ Never give up. You CAN do it!
    - ❖ You are capable of excellence!
  - ❖ Enjoy your marching experience. Time flies!

# TMB Commands

RP right pinwheel  
LP left pinwheel  
RD right diagonal  
LD left diagonal  
HLD half left diagonal  
HRD half right diagonal  
CD collapse diagonal  
CHD collapse half diagonal  
MT mark time  
LF left face  
RC right cross  
TTR to the rear  
FTL follow the leader  
BM backwards march

8 to 5 - Eight steps to every five yards (22 1/2 inch steps)

Hot dog drill  
FM16, LP8, LP8, FM32, LP8 LP8, FM16  
OR  
FM16, RP8, RP8, FM32, RP8 RP8, FM16

- ❖ High Step - Toes leave the ground last and hit the ground first...opposite with heels  
Knees bend and raise. Aim for slightly below a 90 degree angle. Lower portion of leg should dangle down comfortably. Relax foot, do not point or flex your toe.
  
- ❖ Stride Step – heels strike ground first. Toes are point to the sky. Roll through each step.  
The goal is to glide smoothly. Knees should bend minimally. Joints move similarly to walking but feet do not. Remember, you are MARCHING, not *walking*.
  
- ❖ Backward Marching – High step backward marching will be done the same as forward marching.  
Stride style backward marching will be done on the balls of the feet on a “tight rope”.

# Extra Performance Opportunities

**Solo and Ensemble Festival** – participation is open to all band students and is strongly encouraged. Working on a solo or in a small group of musicians can give students better opportunities to work on individual skills as well as experience in sharing musical ideas.

**Jazz Band** – open to any students who are interested and willing to audition. It is a second band class within the school day. Students must also be enrolled in regular band class to be considered. This advanced ensemble has one large performance in February, performs at most regular concerts and several others that arise as opportunity presents itself. Dedication and flexibility as well as skill and willingness to have fun are required.

**Pep Band** – open to any student who is currently enrolled in band. The group performs primarily at basketball games but sometimes play-off games and other school functions where a full ensemble is not needed. Pop music and other fun charts are the main literature. The pep band is greatly valued in the community and is a lot of fun!

**Michigan Youth Arts Festival** – a statewide screening program to identify unusually gifted high school musicians through rigorous competition beginning at district and state festivals.

**MSBOA All-State Honors Ensembles** – an ensemble including some of the finest musicians in the state that performs in Grand Rapids, Michigan at the MSBOA convention in January. Students may audition in the fall for full orchestra or band.

**Camps and Clinics** – opportunities for students to meet other musicians, work with advanced teachers and enhance their skills. There are numerous camps and clinics around the state. Many universities offer such opportunities. Blue Lake Fine Arts Camp and Interlochen offer great summer experiences. Watch for posters on bulletin boards and ask your director about these opportunities.

**Private Lessons** – Aside from regular practice, there is no better way to improve your skills. You will improve much faster with focused learning from a private teacher. Giving private lessons to younger students is another way to solidify and improve your own musicianship. Ask your director for private lesson instructor recommendations.

# **“IT TAKES A VILLAGE”**

## **Band Booster Information and Events**

The Owosso High School Bands need your help!

*You do not need to be a Band Booster Member to help the band.*

All band parents are encouraged to assist in at least one item/event.

Please indicate the activities that you would be most interested in by checking the corresponding box below:\*\*

**Parent Name(s):** \_\_\_\_\_

**Student Name(s):** \_\_\_\_\_

- Chaperoning** (Please list which event(s) in which you are interested)
  

<input type="checkbox"/> <b>Uniform Distribution</b>	<input type="checkbox"/> <b>Water bottles and/or cups for performances</b>
<input type="checkbox"/> <b>Uniform Alterations</b>	<input type="checkbox"/> <b>Marching Band Festival (Oct. 7)</b>
<input type="checkbox"/> <b>Spring Uniform Check- In</b>	<input type="checkbox"/> <b>Trojan Spectacular (October 7)</b>
<input type="checkbox"/> <b>Apples for football games</b>	<input type="checkbox"/> <b>Band Booster Craft Show (Nov. 9)</b>
<input type="checkbox"/> <b>Water and clean up for games/parades</b>	<input type="checkbox"/> <b>Concert Assistance (programs, hall monitoring)</b>
<input type="checkbox"/> <b>“Spotting” for parades</b>	<input type="checkbox"/> <b>Other Projects as needed</b>

**\*\*All volunteer positions will be confirmed by event coordinators prior to the actual event \*\***

# ***THANK YOU!***



# OWOSSO HIGH SCHOOL BAND

## \*\*\*\*\*BAND INFORMATION SLIP-PARENTAL PERMISSION SLIP-MEDICAL RELEASE FORM\*\*\*\*\* CONTRACTUAL AGREEMENT

STUDENT'S NAME \_\_\_\_\_  
(Last) (First) (Middle) (Grade)

\_\_\_\_\_  
(Age) (Birth Date) (Place of Birth) (Sex)

ADDRESS \_\_\_\_\_  
(Street) (City) (Zip)0

HOME PHONE \_\_\_\_\_

STUDENT E-MAIL ADDRESS \_\_\_\_\_

STUDENT PHONE \_\_\_\_\_ BAND \_\_\_\_\_  
(Class currently enrolled)

INSTRUMENTS 1. \_\_\_\_\_ Sch. Owned [ ] 2. \_\_\_\_\_ Sch. Owned [ ]

FATHER'S NAME \_\_\_\_\_ Emergency  
Phone \_\_\_\_\_

FATHERS'S EMAIL ADDRESS \_\_\_\_\_

MOTHER'S NAME \_\_\_\_\_ Emergency  
Phone \_\_\_\_\_

MOTHER'S EMAIL ADDRESS \_\_\_\_\_

"My Child, the above student, has my permission to participate in supervised band activities, including marching band, and to accompany the band on out of town trips and other in and out of school performances. In the event of an injury or illness, I hereby give my permission to the director or other school appointed official in charge to secure proper treatment for such injury or illness, including, if necessary, transportation by ambulance to the nearest hospital or medical treatment facility."

Owosso Public Schools will not be responsible for the cost of treatment of any injury or illness including any ambulance fees that might be incurred. This means that all costs will be the responsibility of the parent(s) or guardian.

We carry health and accident insurance with \_\_\_\_\_  
(Insurance company)

Policy and Group Number \_\_\_\_\_

### KNOWN HEALTH PROBLEMS AND RECOMMENDED TREATMENT, MEDICATIONS OR CONDITIONS OF CONCERN:

(Comments) \_\_\_\_\_

"In addition to the above, we as band student and parent and/or guardian, agree to abide by all OHS Band, Owosso High School, and Owosso Public Schools policies, rules, and regulations, which are designed for the welfare of all participants and the entire organization, or suffer the appropriate consequences." Furthermore, we know that by continuing in this course, we are committing to ALL performances listed on the Band Calendar (Exceptions may be made on an individual basis) and agreeing to all items in the Band Handbook.

Signed \_\_\_\_\_ (Parent/Guardian) \_\_\_\_\_ (Date) \_\_\_\_\_ (Band Student) \_\_\_\_\_ (Date)

Please check which school your student attends: Bentley \_\_\_ Washington

\_\_\_\_\_  
Bryant \_\_\_ OMS

Students Name: \_\_\_\_\_ Central \_\_\_ OHS \_\_\_\_\_

Emerson \_\_\_\_\_

Lincoln \_\_\_\_\_

Teacher Name: \_\_\_\_\_ Admin \_\_\_\_\_

**TEN DAYS REQUIRED FOR PROCESSING**



OWOSSO PUBLIC SCHOOLS

*Ready for the World*

**VOLUNTEER SCREENING**

As a prospective volunteer of Owosso Public Schools, I understand that it is this agency's policy to secure conviction criminal history information as part of their screening process using the information provided below.

NAME: \_\_\_\_\_  
Last First Middle

PHONE NUMBER: \_\_\_\_\_

RELATIONSHIP: \_\_\_\_\_

\_\_\_\_\_  
Maiden name/names previously used: \_\_\_\_\_

BIRTHDATE: \_\_\_\_\_ RACE: \_\_\_\_\_ SEX: \_\_\_\_\_

I UNDERSTAND THAT THE ABOVE INFORMATION IS REQUIRED TO CONDUCT A CRIMINAL HISTORY BACKGROUND CHECK. I AUTHORIZE OWOSSO PUBLIC SCHOOLS TO UTILIZE THE ABOVE INFORMATION FOR THE SOLE PURPOSE OF OBTAINING A RECORD OF ANY HISTORY OF CRIMINAL CONVICTIONS.

\_\_\_\_\_  
Signature of Volunteer/Chaperone

\_\_\_\_\_  
Date

It is the policy of The Owosso Public School District that no person shall on the basis of sex, race, color, national origin or handicap be excluded from participation in, be denied the benefits of, or be subjected to discrimination, in employment or any of its programs or activities.

Date      Search  
Clear

\_\_\_\_\_ ICHAT

\_\_\_\_\_

\_\_\_\_\_ Family Watchdog

\_\_\_\_\_

\_\_\_\_\_ PSOR \_\_\_\_\_

Please also complete the back of this page

GUIDELINES FOR VOLUNTEER SCREENING PROCESS

As part of the School Safety Legislation that took effect January 1, 2006 Owosso Public Schools will screen any person who volunteers to work with the District through the Sex Offenders Registry list and the Internet Criminal History Access Tool criminal history records check who meet the following criteria.

- Chaperone field trips, whether one day or overnight
- Will be volunteering on a regular basis of five or more times a year

As part of the screening process, volunteers will be required to complete the attached Volunteer Screening form prior to participating in any activity or program. All criminal history background checks will be conducted at the Central Office. Once the volunteer has been cleared, the prospective school will be notified by Central Office. Forms should be received at Central Office at least five working days prior to the start date of the volunteer participating in any activity or program.

VOLUNTEER RELEASE FORM

I have offered my services as a volunteer to help the School District in the following areas:

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I agree to abide by all relevant Board policies and administrative guidelines while on duty for the District. I understand that, although I am covered under the District's liability insurance policy, I am not covered by its health insurance policy nor am I eligible for workers' compensation. Should I become ill or suffer an accident while doing volunteer work for the District, I agree that I shall be responsible for any and all hospital and medical charges that may accrue.

I understand further that, as a volunteer, I am not in any manner considered an employee of the District or entitled to any benefits provided to employees. I further release the Board of Education from any and all liability for any damages, whatever their nature, which may result as a consequence of my volunteer services.

For the protection of the children in the school, the District is required by law to inquire of its staff members whether or not they have ever been convicted of a crime related to children. We would appreciate your cooperation by indicating that you have never been convicted of any of the following offenses: *aggravated murder, murder, voluntary manslaughter, involuntary manslaughter, felonious assault, aggravated assault, assault, aggravated menacing, abuse or neglect of a child, kidnapping, abduction, child stealing, criminal child enticement, rape, sexual battery, corruption of a minor, gross sexual imposition, importuning, voyeurism, public indecency, felonious sexual penetration, compelling prostitution, promoting prostitution, procuring prostitution, disseminating matter harmful to juveniles, pandering obscenity, pandering obscenity involving a minor, pandering sexually-oriented matter involving a minor, illegal use of a minor in nudity-oriented material or performance, endangering children, contributing to the delinquency of children, carrying concealed weapons, improperly discharging a firearm at or into a school or house, corrupting another with drugs, placing harmful objects in or adulterating food or confection.*

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Signature of Volunteer/Chaperone

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Date