

TVHS BAND BOOSTERS
P.O. Box 3053 Loveland, CO 80539
www.tvhsband.org
email: info.tvhsband@gmail.com

Meetings: Open to all parents/students on **1st Wed of the month at 7p.m.** in Band Room (Aug-May)

Letter from the TVHS Band Boosters 2017-18 School Year

Band Boosters' purpose is three-fold:

1. To promote the Band Program at TVHS and in the community by providing moral and financial support to students and staff.
 2. To provide assistance to the director by coordinating activities and purchasing needed services and equipment.
 3. To communicate regularly with band students and parents by maintaining Charms, an email group to discuss policies and accomplish goals. Meetings are held the 1st Wednesday of the month at 6:30P.M. in the TVHS Band Room. If changes are made to the date/time, email updates are sent.
- Members include parents/guardians and their students who are enrolled in the band, and interested community members.

General Band Information

The TVHS Band Booster is a 501(c)3 non-profit organization comprised of TVHS parents and students. Our purpose is to enrich the band program by providing financial, physical, logistical and moral support to all TVHS Bands. Unfortunately, less than 10% of the funds needed for the band programs are provided through the Thompson School District. In order to maintain the program, the TVHS Band Booster works to make up the difference through fundraising and fees. The website, www.tvhsband.org/Charms is the best place for details on fundraising and upcoming events. Plans are in progress for the tri-annual THVS Band Trip. Information will be sent by Mr. Poston via email/handouts. If you would like to go on the trip, fundraising is available. See Charms for Fundraising opportunity as soon as possible. If you have questions, please contact the Boosters or Mr. Poston. We do not want lack of funds to prevent a child from being able to go- we are here to help!!

Thompson Valley High School Band Boosters Individual and Fundraising Account Declaration

Your child may be participating in Thompson Valley High School Band Booster fundraisers. They will have the opportunity to raise funds through approved fundraisers to help support band activities. All fundraising activities are considered voluntary.

All fundraisers are subject to the following guidelines as directed and suggested by the IRS 501(c)(3) and nonprofit law:

1. Students are only to participate in approved fundraisers.
2. Payments made by parents will be credited to each individual account. These payments are not tax-deductible.
3. Straight contributions to the Thompson Valley High School Band Boosters (which may be tax-deductible) may not be earmarked and credited to support specific students.
4. Checks returned for non-sufficient funds will be charged an amount equal to the Bank's returned item fee.
5. Students and Parents understand that the money raised is really the property of the tax-exempt organization.
6. All amounts raised are used for the tax-exempt purposes of the TVHS Band Boosters.

7. The Thompson Valley High School Band Boosters, and not the students, must determine how the funds are used...see IRS and nonprofit law recommendations.
 8. Students or Parents may not withdraw funds to use as they wish and students may not transfer such funds to friends.
 9. Any personal deposits that were made to an individual account are non-refundable and are for the sole purpose of offsetting some or all of the fund raising goals or expenses.
 10. No earned credits or personal deposits can be transferred from one band member's account to another except for transfers between existing accounts of siblings who live in the same household. Transfers will also be permitted between existing accounts of siblings who are leaving the band and new accounts of siblings from the same household who are entering the band in the following year.
 11. According to IRS 501(c)(3) and Parent Booster USA, participation in a fundraising activity is voluntary. Students and parents are not required to participate in a minimum number of fundraising activities or events to receive funds from the general fund. This organization does not engage in a "no work, no play policy". To demand students work for their funds removes the idea that fundraising is voluntary and now becomes "work" for your share of the funds.
- For the safety of our students, and the legality of any fundraiser, approval must be made from the school's administration. Fundraisers done without the approval of the organization and the administration of Thompson Valley High School will be recognized as an "individual business" and will not be considered a tax-exempt fundraiser. All income from that fundraising activity may be considered taxable income.

Marching Band Information

To meet the financial needs of the 2017 fall marching season, the fall marching season FRG (fundraising goal) is \$395.00. This FRG benefits all the band students and is used for the following:

Professional Staff and Instruction	Contest Registration Fees
Transportation	Custom Musical Arrangements
Visual Drill Design	Meals during competitions & performances
Supplies for props	Equipment truck rentals

We have numerous year-round fundraisers scheduled. Detailed information is available on Charms. The easiest is the King Soopers grocery card and Scrip *see last page for sign-up details*. We *highly encourage all families take advantage of the K.S. card to help pad your account*. Through this program, K.S. donates 5% of your grocery and gas purchases back to TVHS Band Boosters and 80% of that goes directly into your student's band account (SBA). If you spend \$100 a week in gas/groceries, you will earn \$4/week or \$208/year. New this year is the Scrip Program. It is a program that sells gift cards to over 300 retailers (Amazon, Best Buy, Home Depot, Lowe's, Target, Wal-Mart and many restaurants) and a portion of the sales are deposited to your SBA. See instructions on the last page or website for link to sign up.

Fundraising is not required. If your family would like to pay the FRG directly, the following payment schedule is requested. If your SBA has a positive balance, and you would like to use the funds to pay the FRG, please email the request to Boosters at info.tvhsband@gmail.com.

Completed forms and \$95 deposit (plus \$40.00 if you'd like to purchase the meal plan for Marching Band Camp) are due by Wednesday July 26. Remaining payments may be made in installments of \$100.00 due August 15th, \$100.00 due September 15th, and final \$100.00 due October 15th. Full payment is due October 15th, 2017. Please mail the deposit and completed forms to TVHS Band Boosters: PO Box 3053, Loveland 80539

Frequently Asked Questions

What is an FRG/How is it funded?

An FRG is a fundraising goal that will start out as a negative amount of \$395 in your student band account. It is held and accounted for in our 501(c)3 non-profit organization. As a student works at various fundraiser and/or payments are made by their family, funds are credited to their toward their FRG.

What can I use my student FRG funds for?

Once you have a positive balance you can use the money to offset your direct costs associated with band-related trips and activities. Under no circumstance will SBA funds be distributed to students or families to use for personal expenses. See the next page for more detailed explanation.

What is Charms?

Charms is a tool used by the Director and Boosters to track student SBA and FRG, and to communicate with students and families. Visit www.tvhsband.org to access the link to Charms. Visit Charms for updates, calendar of events and your student band account balance and transactions, and to sign up for fundraising events.

Is fall marching season the only expense? In addition to the fall marching season, there are other programs that your student may wish to participate in, The programs and events will be determined by Mr. Poston and we will keep you posted via the website www.tvhsband.org or by email (Charms).

How are Student Band Account(SBA) managed? *As required by IRS 501(c)3 regulations, the funds raised in the Student Band Account are the property of the TVHS Band Boosters organization, and may only be used to directly offset the student's costs for band-related activities, as approved by the TVHS Band Boosters organization. Under no circumstances can students, parents, or families withdraw SBA funds for their own use. SBA funds may not be transferred between students, but may be reserved by the Boosters for use by a sibling upon written request. All funds reserved for sibling use may only be used within the Booster organization for band-related activities. When a student is no longer enrolled in the TVHS Band program, any remaining funds in their SBA will be transferred to the General Fund, unless the student or parents/guardians elect to have the Boosters reserve those funds for use by a sibling currently enrolled in the TVHS Band Program, or expected to be enrolled in the subsequent school years (up to 4 years).*

There are many **Volunteer Opportunities** needed. Including:

Officers-

Co-President(s)- Two year term. Prepares and presides over monthly meetings (Aug-May). Oversees the various Booster activities, communicates with directors, officers, and members through meetings and email.

Vice President- fills in for President(s) when necessary. Fundraising committee chair.

Secretary- takes minutes at meetings and posts them to maintain agenda, minutes and reports.

Treasurer(s)- keep accurate record of all monies, including SBA (Student Band Accounts) , handles income and disbursements, and prepares monthly reports.

Chaperones- Accompany students to competitions and parades and trips

Communications- Organize and create active communications to various media (newspaper, radio, TV, internet, etc) to announce band events.

Equipment/Pit Crew- Provide assistance to Percussion section and Color Guard during marching season. Functions during September-November.

Food- Organize and distribute food to Band Students during camps, award night and competitions as needed.

Fundraising/ FRG- Explore and oversee fund-raising opportunities for General Fund, SBA (Student Band Accounts) and other Band needs. Functions year-round.

Grant Writing- Solicit financial support for small groups and ensembles. Functions year round for all bands.

Uniforms- Functions during Marching Band and concert season.

Provide assistance with sewing, fitting and care of uniforms. Order and distribute Band shirts and marching shoes, fit new students in July-Sept. Assist in distributing uniforms to band members at the beginning of marching season. Organize cleaning of uniforms at the end of the school year. **Website-** Maintain and update TVHSBAND.ORG website.

Instructions for registering for the TVHS Band Scrip Program

Scrip Coordinator: Chris Lawton (chrislawton@comcast.net; 970.744.8366)

Just follow the steps below to register with the TVHS Band Scrip Program, and start earning money to offset the cost of your child's participation in band activities! Some of this may seem long, but it's really a simple process, and doesn't take more than a few minutes to get started.

1. Go to <https://www.shopwithscrip.com>
2. Click the green **Get Started** button on the upper right side of the screen.
3. Scroll down and click on **Join Your Existing Program**
4. Enter the enrollment code: 86FD53AD55467
5. Enter your information into the fields on the next page, and click **Register** at the bottom when you're done.
6. That's it – you've successfully registered with the TVHS Band Scrip Program! Read below for additional important information.

Types of Gift Cards

- **Physical:** physical, one-time use cards, identical to those you find at the actual retailer or in the gift card section of the grocery store
 - The TVHS Band Boosters will place a monthly order for physical gift cards on the last Monday of the month (delivery on the first Wednesday of the following month – same day as Booster meetings), with special orders around the Holidays. Payment must be received by 3:00pm on the order date to be included in the monthly order.
- **Reload:** physical gift cards with the option to register the card and reload it via Scrip
 - The card must be purchased from, registered through, and reloads initiated from Scrip
- **ScripNow:** Electronic gift cards, redeemable by printing a copy and using it in the store, or copying and pasting the code at checkout for an online purchase

Payment Options

You may pay for your Scrip purchases in one of two ways:

- Write a check, payable to **TVHS Band Boosters**, including "Scrip" in the Memo field, and drop it in the Boosters box in the band room (be sure to put it in an envelope with your student's name and "Scrip" on the outside), or mail to **TVHS Band Boosters, PO Box 3053, Loveland, CO 80539**
- Register for PrestoPay on Scrip. PrestoPay allows you to link Scrip to your bank account, so that you can electronically pay for your Scrip orders. Payments are processed much quicker, and there's no need to drop off or mail a check!

- Note that PrestoPay enrollment takes a few days to complete. Scrip will deposit two small amounts in your bank account. When those deposits have come through, simply enter the amounts into your PrestoPay activation screen in Scrip, and send the code you receive to the TVHS Band Scrip Coordinator: Chris Lawton (chrislawton@comcast.net).
- If your bank rejects or returns a PrestoPay payment for any reason, you will owe the TVHS Band Boosters any resulting charges, including a \$30 NSF fee.

MyScripWallet Mobile

MyScripWallet gives you access to any ScripNow® eCard you've purchased, even when you're on the go. ShopWithScrip and MyScripWallet are fully synchronized, so you'll be able to view eCards you've purchased on either site, whether you ordered them on your desktop or through MyScripWallet. Even better, many stores will allow you to redeem eCards, and reloaded plastic cards, right off the screen of your mobile device. If the printed eCard or physical reload card is required, you'll see that noted right on the product page. Visit www.myscripwallet.com from your mobile device to get started. You can even save it as an icon on your home screen for easy access!