



**MISSION
VIEJO
HIGH SCHOOL
INSTRUMENTAL MUSIC**

General Information Handbook
2025-2026

[1]
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WELCOME

Welcome to the 2024-2025 MVHS Instrumental Music program!

Director's Welcome

Hello, and let me be the first to welcome you to Mission Viejo High School's music program!

My name is Dan Thomson, and I am excited to be the music director for this fantastic community. Mission Viejo has a history of providing top notch music instruction with support from professional musicians. Students that join this program can expect to tackle a rigorous curriculum covering performing and music theory, as well as composition and training in community leadership. My goal as an educator is to prepare these students to study music at a collegiate level should they choose to do so.

We have a string orchestra, wind ensemble, jazz band, marching band, color guard, and drum line as well as a music appreciation class that doubles as prep for AP music theory. All of these classes have additional instrument specific coaches to ensure that the information given is not just correct but supportive and practical in real world situations. Our coaching staff is composed of amazing professionals who are working musicians and the best of local talent. Any student that chooses to be a part of this program will have everything they need to achieve their full potential.

While these are music focused classes, the last thing I am trying to teach is only music. These ensembles and classes will instill your son or daughter with a sense of responsibility and show them the value of working as a team. I believe that playing music together is not only fun but also brings out the best in people.

I am excited and honored to be the music director at Mission Viejo High School, and I can't wait to teach your son or daughter more about music. Thank you for your support both financially and in the time you spend with your child. It is going to be a great year!

Dan Thomson

A Message from MVHSIMBA

We are excited to embark on another AMAZING year that is sure to be memorable and rewarding for your student.

This handbook includes information that you and your student will need to be prepared for the upcoming year in the Mission Viejo High School Instrumental Music Program.

While we have done our best to schedule events for all of our groups in advance, some schedules are not yet available and others are subject to change. We greatly appreciate your understanding and flexibility. Please visit the website for the most up to date event information for any of our ensembles.

We hope that you will consider helping us make this a GREAT year by becoming an active Booster parent/family, as many hands make light work. Your participation will guarantee a successful program and a successful year. If you are interested in helping out in a specific capacity, please reach out to our volunteer coordinator at mvhsmusicvolunteer@gmail.com.

If you have any questions regarding this handbook or our program, please reach out to our Booster president at pres.mvhsimba@gmail.com.

We hope to see you at ALL of the upcoming events!

The MVHS Instrumental Music Boosters Association (MVHSIMBA)

GENERAL INFORMATION

DIRECTOR

Daniel Thomson was born and raised in Orange County and grew up in Huntington Beach studying piano, guitar, and trumpet. He completed his Bachelor of Arts and teaching credential at UCLA. While there, he was a member of the UCLA Marching Band for four years and was drum major his Sophomore, Junior, and Senior year. Mr. Thomson also spent five summers touring with drum and bugle corps; first with Impulse in 2002 and 2003, and then with the Concord Blue Devils in 2004, 2005, and 2006. As a marching tech, Mr. Thomson worked with Westlake High School, Logan High School, and spent two summers as the Visual Caption Head for the Blue Devils "B" corps. He eventually settled in the Bay Area, directing music at Terra Linda High School for the past 15 years. There, he taught wind ensemble, orchestra, jazz band, piano, guitar, choir, drumline, digital music production, and pit ensembles for Spring musicals. Mr. Thomson has conducted *Fiddler on the Roof*, *Anything Goes*, *West Side Story*, *Drowsy Chaperone*, *Little Mermaid*, *Chicago*, *Little Shop of Horrors*, *Rock of Ages*, and *Addams Family*. Mr. Thomson is excited to join the already incredible staff at Mission Viejo and continue to build on the music program's legacy.

2024-2025 INSTRUCTIONAL STAFF

Mission Viejo Instrumental music employs world class instructors in order to offer a first-class program. More coaches may be added depending upon need and funding available.

Roger Carter	Marching Band/Drumline Percussion Caption Head
Ryan Cortes	Marching Band/Drumline Front Ensemble Caption Head
Russ Moreau	Marching Band Woodwind Caption Head
Josh Olson	Marching Band Brass Caption Head
Johnny Jagerman	Marching Band/Drumline Visual Caption Head & Drill Design
Mahan Bani	Marching Band/Drumline Pit Tech
Nam Nyugen	Marching Band/Drumline Percussion Tech
Naomi Larios	Marching Band Battery Tech
Scott Macha	Marching Band Visual Caption Staff & Brass Coach
Robby Jacobson	Color Guard Caption Head
Curtis Johnson	Color Guard Tech & Choreography
Kira Liu	Color Guard Tech
Kevin Shah	Marching Band Music Book & Arrangement
Christy Alesi	Orchestra Viola Coach
Daniel Blank	Orchestra Violin Coach
Matthew Hare	Orchestra Bass Coach
Rudolph Stein	Orchestra Cello Coach

MVHSIMBA (MUSIC BOOSTERS)

All parents and guardians of a student enrolled in an MVHS Instrumental Music Program are automatically given membership into the MVHS Instrumental Music Boosters Association (MVHSIMBA). MVHSIMBA is the major support body for all instrumental music and related programs at MVHS. The Boosters provide support for the music program in numerous ways, including:

1. Volunteering for the many jobs needed to keep our programs going,
2. Fundraising to support everything in the program.

The MVHS Music Boosters have several communication tools to help keep students and families informed about upcoming events and activities:

- 1. Bookmark our Website** (<http://www.mvhsmusic.com>): for the most up-to-date information:
 - Subscribe to our Google calendars (combined & ensemble specific)
 - Booster Meeting dates & times - Practice schedules
 - Call times for events - Volunteer opportunities
 - Photos of recent events
- 2. Music Notes: Our program newsletter** – Enrolled families will automatically be subscribed to MusicNotes. All others will need to subscribe. On the above website, go to “For Parents”, then hit “Connect”. Subscribe to receive our email communication “Music Notes.” Music Notes is sent out twice per month and provides in-depth information about competitions, concerts, meetings—anything and everything music-program related. While your email address is required to subscribe, it will not be made available to any other organization, and you can unsubscribe at any time. Check your spam/junk folders, and be sure to “white list” MusicNotes so that you don’t miss out on important info!
- 3. Music Booster Meetings:** Are held generally on the second Tuesday of each month, at 7:00 p.m. in the MVHS music room. Check the website to confirm dates. All are welcome and encouraged to attend.

BOOSTER MISSION STATEMENT

The purpose of the Music Boosters is to promote and support the Mission Viejo High School Instrumental Music Program. The Boosters provide the funding and labor required and deemed appropriate by the Instrumental Music Faculty and the membership of the Music Boosters. Groups supported include Wind Ensemble, Symphonic Band (ensembles currently merged), Orchestra, Jazz Band, Marching Band, Color Guard, Drumline, and any other instrumental or related music group established at Mission Viejo High School.

2025-2026 Booster Board

President
Vice President
Operations
Fundraising
Secretary
Treasurer
Parliamentarian
Member at Large
Color Guard Manager
Marching Band Manager
Uniform Manager
Drumline Manager
Concert Ensembles Manager
Jazz Band Manager
Hospitality Manager
Communications Manager
PR/Social Media Coordinator
Photographer
Videographer
Webmaster
Volunteer Coordinator
Alumni Liaison

Jennifer Hambel
PENDING
Steve Frank
Carol Lee & Steve Fried
Angela Portnoff
Katy Howe
OPEN
Jeff Novak
Jill Caputo
Lori Rovinsky-Fried
Kristin Stewart
Lori Rovinsky-Fried
Kim Sargent & Kathleen Bayles
Jessica Whelchel
Arlena Novak
Brooke Livingston
Andy Steen
James Lee
Tuyen Trinh
Kelli Gase
Amelia Steen
Ioana Kunze

president@mvhsmusic.com
vicepresident@mvhsmusic.com
operations@mvhsmusic.com
mvhsmusicfundraising@gmail.com
secretary@mvhsmusic.com
treasurer@mvhsmusic.com
parliamentarian@mvhsmusic.com
memberatlarge@mvhsmusic.com
colorguard@mvhsmusic.com
marchingband@mvhsmusic.com
uniforms@mvhsmusic.com
drumline@mvhsmusic.com
orchestra@mvhsmusic.com
jazz@mvhsmusic.com
hospitality@mvhsmusic.com
communications@mvhsmusic.com
photography@mvhsmusic.com
video@mvhsmusic.com
webmaster@mvhsmusic.com
volunteers@mvhsmusic.com
alumni@mvhsmusic.com

PARENT SUPPORT

Parental support of our students is important and vital to the success of the program. There are many ways to help support your student and the Instrumental Music Program: through finances, patronage and volunteering.

Patronage: There is no better support than for the students to know they can count on friends and family! - Attend home football games when the Marching Band and Color Guard are performing their show (parents sit in the stands)

- Attend competitions *and wear Booster Red!*
- Attend concerts and festivals.

Volunteering: Your student's experience within music is based on the successful execution of our many events. Events cannot be successful without your support.

- **Join the Booster Board! See open positions below.**
- Be a part of our MVP Pit Crew as a "Pit Pusher!" Help push the pit instruments onto the field for shows or competitions
- Help with set up and tear down at performances, competitions, and festivals
- Help students with uniforms before/after home games and/or at competitions for marching band.
- Sell tickets at the door to concerts
- Work the bake sales at concerts
- Help feed the students at events (competitions, festivals, etc)
- Help maintain/repair equipment
- Provide food for various events
- Take pictures/videos throughout the year and share them with our Photographer.
- Be a chaperone for away football games and comps or festivals.

Please feel free to reach out to our Volunteer Coordinator or take a moment to complete the **PARENT VOLUNTEER SURVEY**, which is available on the website at <https://mvhsmusic.com/mvhsimba/about/volunteer/> . We appreciate ALL that you do to support this program!

Job Descriptions for Open Board Positions

PARLIAMENTARIAN: The Parliamentarian shall attend all General Membership and Executive Board of Directors meetings and give necessary advice in parliamentary procedure in accordance with the written bylaws when necessary.

**** Most up-to-date information is available on our website at www.mvhsmusic.com ***

JULY/AUGUST

X	July 31		Diablo Days Registration (Juniors & Seniors)			
	July	Mon	Menchie's Dine-out Fundraiser	ALL	11a-11p	Menchie's Frozen Yogurt, 25280 Marguerite Pkwy
X	August 1		Diablo Days Registration (Freshmen & Sophomores)			
X	Aug 6	Tues	Booster Mtg #2	ALL Parents	7:00 PM	Band Room
X	Aug 6	Tues	TK Burger Dine-Out Fundraiser	ALL	All day	TK Burger, Chrisanta Dr.
X	Aug 7	Wed	MB & CG Uniform fitting & Data Collection - Juniors & Seniors	MB&CG	5-8p	Band Room
X	Aug 8	Thurs	MB & CG Uniform fitting & Data Collection - Freshmen & Sophomores	MB&CG	5-8p	Band Room
X	Aug 9	Fri	Freshmen Orientation	Freshmen/New student	8:30-11:30a	Gym
	Aug	Tues	Empanada Maker Dine-Out Fundraiser	ALL	11a-6p	Empanada Maker, 26131 La Paz Rd, Unit B3
	Aug	Wed	Make-up Uniform Fitting & Collection Day?	ALL	TBD	Band Room
	Aug	Thurs	TK Burgers Dine-Out Fundraiser	ALL	9a-9p	TK Burger, 24902 Chrisanta Dr
X	Aug 12 & 13	Mon & Tues	Staff Development Days			
X	Aug 14	Wed	First Day School	ALL		
	Aug	Wed	Parent Meeting	ALL Parents; CE, JB?	7:00 PM	BAND ROOM 603
X	Aug 17	Sat	Football @ Kamehameha (AWAY - HAWAII)	(Football only)	N/A	AWAY; football only
X	Aug 22	Thurs	CPK Dine-Out Fundraiser	ALL	11a-10p	CPK, Marguerite Parkway
X	Aug 24	Sat	Football Game v. Santa Margarita HS (SENIOR NIGHT)	MB, CG	TBA	TBD

SEPTEMBER

	Sep/Oct		MB & CG Picture Day		TBD	
	Sept		OC AUTO SHOW FUNDRAISER		TBD	
X	Sept 2	MON	NO SCHOOL--Labor Day	ALL		
X	Sept 3	Tues	Booster Mtg #3	ALL Parents	7:00 PM	Band Room
	Sept 5	Thur	Back to School Night & WBA Finals Parent Meeting	All		
	Sept 6	Fri	Football Game v. Liberty HS (YOUTH NIGHT)	MB, CG	TBA	
	Sept	Wed	BINGO NIGHT FUNDRAISER!	ALL PARENTS	TBA	Elk's Lodge, MV
	Sept 13	Fri	Football Game @ Highland (AWAY)	MB, CG	TBA	AWAY
	Sept	Thur	FUNDRAISER...HOOR-A-THON	MB, CG	6th period	Band Room
	Sept 20	Fri	Football Game v. Basha HS (First Responders & MAF Night)	MB, CG	TBA	Football field
	Sept		SEPTEMBER DINE-OUT NIGHT FUNDRAISER		TBD	
	Sept 27	Fri	Football Game v. Chaparral (HOMECOMING)	MB, CG	TBA	Football Field
	Sept 28	Sat	Homecoming Dance	ALL		

OCTOBER

	Oct 1	Tues	Booster Mtg #4	ALL Parents	7:00 PM	Band Room
	TBA	Wed	October Dine Out Night	All Parents	TBA	
	Oct		KRISPY KREME DONUT FUNDRAISER ???		TBD	
	Oct	Tues	Pit Pusher Training? (combine with Sat Practice on 10/5?)	MB & GG Parents	7:30p	Football Field
	Oct 3	Thurs	NO SCHOOL -- FALL RECESS	ALL		
	Oct 4	Fri	Football Game v. LB Poly @ SOFI Stadium	MB, CG	TBD	SoFi Stadium
	Oct 5	Sat	MB SATURDAY PRACTICE COMP & FALL SOCIAL	MB, CG	2-5p	Band room; practice field
	Oct 12	Sat	MB Comp @ Ayala HS (WBA)	MB, CG	TBD	Ayala HS Chino Hills, CA
	Oct 18	Fri	Football Game @ San Clemente (AWAY)	MB, CG	TBD	San Clemente HS
	Oct 24	Thurs	Fall Concert	WE, OR	7:00 PM	P.A.T.
	Oct 25	Fri	Football Game v. Edison HS (BAND JR HIGH NIGHT)	MB, CG	TBD	Football field
	Oct 26	Sat	MB Comp @ Capistrano Valley HS (CSBC) or HOME COMP?	MB, CG	TBD	

NOVEMBER

	Nov 1	Fri	NO SCHOOL - STAFF DEVELOPMENT	ALL		
	Nov 1	Fri	Football Game v. Los Alamitos	MB, CG	TBD	Football field
	Nov	Wed.	Fundraiser--Poinsettia/wreaths	ALL		phone/text
	Nov-Dec	Fri/Sat	CIF PLAYOFFS			
	Nov	Sat	MB Comp @ TBD HS (CSBC)	MB, CG	TBD	San Clemente
	Nov	Mon	November Dine Out	ALL FAMILIES	Afternoon/evening	
	Nov 5	Tues	Booster Mtg #5	ALL Parents	7:00 PM	Band Room
	Nov 7	Wed	Jazz Cafe--raffle and concessions	Jazz	7:00 PM	Band Room
	Nov	Wed	BAND FEST ???	MB, CG	CANCELED LAST YEAR	El Toro HS
	Nov 9	Sat	MB Comp @ San Clemente HS (CSBC)	MB, CG	TBD	San Clemente
	Nov 11	Mon	NO SCHOOL -VETERAN'S DAY HOLIDAY-	ALL		
	Nov 16	Sat	MB Comp- Regional Championships THHS (WBA)	MB, CG	TBD	Trabuco Hills HS, Mission Viejo
	Nov 23-24	Sat/Sun	WBA Class Championships - Clovis, CA	MB, CG	TBD	Lamonica Stadium, Clovis High School
	Nov 25-29	M-F	NO SCHOOL THANKSGIVING	ALL		
	Nov	Tues	Poinsettia Pick-up??	ALL	3:45p	Admin parking lot
	Nov	Thurs	Portrait session — Jazz, Orch, WE	JB, MB, CG	JB 8:45a; MG&CG 2p	

DECEMBER

	TBA	Tues	Promote Scrip Cards for Xmas gifts	ALL		email blasts
	Dec 3	Tues	Booster Mtg. #6 - HOLIDAY PARTY-	ALL Parents	6:00 PM	TBD
	Dec 5	Thurs	Holiday Concert	WE, OR, JB	7:00 PM	P.A.T.
	TBA	TBA	December Dine Out (TBD)	ALL PARENTS	Afternoon/evening	
	Dec 23-Jan 3	M-F	NO SCHOOL - WINTER BREAK -	ALL		

JANUARY

	Jan 7	Tues	Booster Mtg. #7	ALL Parents	7:00 PM	Band Room
	Jan	Wed	MVHS SHOWCASE	a Few kids, a few parer	6:00 PM	Football Field
	Jan 20	Mon	NO SCHOOL -MLK	All kids		
	Jan	MON	January Dine-Out Night (Panera)	ALL		
	Jan 27	MON	NO SCHOOL - STAFF DEVELOPMENT	ALL		
	Jan	MON	Recruiting event - Oxford Prep MS	DL (Battery) & WG	2p	

FEBRUARY

	Feb 4	Tues	Booster Mtg. #8	ALL Parents	7:00 PM	Band Room
	Feb	On Now!	Mrs. Fields Cookie Dough Sales	ALL		
	Feb 17-21	Mon-Fri	NO SCHOOL President's Day Weekend & Feb Recess	ALL		
	TBA	TBA	Wish List Fundraiser	ALL		
	Feb	Tues	Recruiting event — MVHS			
	Feb	Wed	Recruiting event — Los Alisos	DL (Battery) & WG		
	Feb	THURS	Recruiting event — La Paz	DL (Battery) & WG		
	Feb	Sat	Prop painting day	WG/DL		
	Feb	Wed	February Dine-Out Night (Rubios)	ALL		
	Feb 27	Thur	Pre-Festival Concert	WE, OR	7:00 PM	P.A.T

MARCH

	Mar	Sat	Jazz performance - Friends of Jazz	JB	1pm - 3pm	
	Mar	Sun	DL Comp -	DL	TBD	Monrovia
	Mar 4	Tues	Booster Mtg. #9	ALL Parents	7:00 PM	Band Room
	Mar 5	Thurs	Saddleback Festival - Wind Ensemble (TBD)	WE	9:00 - 3:00 PM	P.A.T.
	Mar 6	Fri	Saddleback Festival - Orch (TBD)	OR	9:00 - 3:00 PM	P.A.T.
	Mar	Sat	WG Comp -	WG	All Day	
	Mar	Sun	DL Comp -	DL	TBD	
	Mar	Thurs	Recruiting Event - 8th Grade Day (MVHS)	ALL		
	Mar	Sat	JB- Irvine Jazz Festival	JB		
	Mar	Wed	SCSBOA Band & Orchestra Festival (University HS)	WE & ORCH		
	Mar	Sat	WG Comp -	WG		
	Mar	Sat & Sun	DL Comp - WGI Regionals	DL	TBD	
	Mar	Mon	March Dine-Out Night (Panda Express)	ALL	All Day	
	Mar	THURS	FUNDRAISER...HOOR-A-THON	WE, OR, JB	TBD	Band Room
	Mar	FRI	WG Comp -	WG	All Day	
	Mar	Sat	DL Comp - SCPA Prelims	DL	TBD	

APRIL

April 14-18	M-F	SPRING BREAK	ALL	All Day	
Apr	Sat	WG Championships -	WG	All Day	
Apr	Sun	DL Comp - SCPA Semi-Finals TBD	DL	TBD	
TBD	Thur	DL & WG Showcase -SVUSD	DL&WG	All Day	
TBD	Wed	BINGO NIGHT FUNDRAISER!	ALL Parents	7:00 PM	Elks Lodge, MV
April 1	Tues	Booster Mtg. #10	ALL Parents	7:00 PM	Band Room
Apr	Thurs	Spin, Rattle & Roll	ALL	6:00 PM	(Schedule 1 week after DL Finals)
Apr	Sat	DL Comp - SCPA Finals (TBD)	DL	TBD	

MAY

May 1	Thur	Spring Concert	WE, OR	7:00 PM	P.A.T.
May 6	Tues	Booster Mtg #11	ALL Parents	7:00 PM	Band Room
May	Tues	2025-2026 Parent Meeting	ALL PARENTS	7:00 PM	Band Room
May 16	Fri	Jazz Under the Stars	Jazz	7:00 PM	TBD
May 21	Wed	Awards Night	ALL	6:00p dinner; 7:00p awards	Gym
May 26	MON	NO SCHOOL - Memorial Day	ALL		

JUNE

June 5	Thur	Graduation/Last Day			
June 3	Tue.	Booster Mtg #12/ year-end Dinner	All	7:00 PM	TBD

MONEY MATTERS

PROGRAM DONATION

This Program Donation represents the amount requested from students participating in the various program ensembles. It is calculated by evaluating the shortfall between the Instrumental Music Program funding needs and what is anticipated to be raised through general fundraising activities. It is anticipated that all families will participate in the general fundraising activities to help meet the funding goals for the Instrumental Music Program.

Your Program Donation helps the Music Booster's fund the Instrumental Music Program. **Universal participation enables us to keep requested program donations low.**

The Boosters are a registered 501(c)(3) organization, therefore all donations made to the program may be tax deductible.

Regardless of what program your student participates in, there are costs that must be covered. The Boosters do everything possible to keep costs at a minimum and reduce your out-of-pocket expenses. All collected funds go towards running the MVHS Instrumental Music Program. Please review the Program Donation schedule. **The Program Donations, along with fundraisers, are used to cover the music program's costs, which include but are not limited to:**

- Instructional staff salaries
- Transportation costs (UHaul rentals & busses)
- Vehicle/equipment purchases & maintenance - licensing, repairs, fuel, insurance, rentals, etc.
- Field show music & drill design (commissioned)
- Insurance
- Hospitality at competitions, programs, & events
- Instrument and equipment repair
- New instruments and equipment
- Uniform cleaning & maintenance
- AND SO MUCH MORE!

Additional fees for special trips as determined as the event and logistics are planned.

If a family has a difficult financial situation, please contact our treasurer at treasurer@mvhsmusic.com for alternatives in contributing to the success of the program.

DONATION SCHEDULE

IF YOUR STUDENT PARTICIPATES IN MORE THAN ONE FALL MUSIC PROGRAM, YOU ARE ONLY REQUESTED TO MEET THE HIGHER PROGRAM DONATION. IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE TREASURER.

Program	Orchestra	Wind Ensemble	Jazz Band	Marching Band (Fall)	Color Guard (Fall)	Drumline or Winter Guard** (Winter/Spring)
Donation Amount	\$200.00	\$200.00	\$200.00	\$750.00	\$750.00	\$750.00
Trip Amount	TBD	TBD	TBD	\$450*	TBD	TBD
Other Costs					Various	Various

*Estimate; subject to change

**Winter Guard and Drumline are additional ensembles outside of Marching Band, and therefore a separate program donation is requested for those in January.

2024-25 Contribution Schedule

We are a **self-funding program** with less than 5% of our budget subsidized by the district or school. Without the generous support from our parents, this program would not be possible. We are asking families to consider making the following donation, to be paid in full or over the duration of the ensemble's season starting in August-

Marching Band/Color Guard \$750 in full or 4 monthly contributions of \$187.50
Plus an additional cost of approx. \$220 for costumes for Color Guard

Wind Ensemble, Orchestra \$200 in full, 4 monthly contributions of \$50 or
& Jazz Band 8 monthly contributions of \$25

Winter Drumline \$750 in full or 4 monthly contributions of \$187.50
There is an additional costume fee of approximately \$220.

Winter Guard \$750 in full or 4 monthly contributions of \$187.50
There is an additional costume fee of approximately \$220.

We accept cash, check, credit card, Square, Zelle, or scan the QR code below.

One-time payment or monthly payment options available. Please make all checks payable to MVHSIMBA.

Please add 3% for all credit card transactions.

Contact our Treasurer with questions or concerns at treasurer@mvhsmusic.com



**SCAN THE CODE TO MAKE YOUR PROGRAM DONATION
TODAY!**

FUNDRAISING

Throughout the school year, the Boosters hold various general fundraisers:

- **General Fundraisers:** funds raised benefit the entire program

GENERAL FUNDRAISERS

- **Hour-a-Thon:** Our biggest fundraiser of the year! Students reach out to friends, family, and local businesses through phone and email blasts to raise funds for the program.
- **Ralphs/Vons Community Giving Programs:** A percentage of your grocery purchases are donated to the Music Program. It is as simple as registering your Rewards Card and selecting MVHSIMBA as the program to which you wish to donate. *NOTE: The Ralph's Giving Program requires that you renew your selection every September 1st.*
- **Monthly Dine-outs:** Choose to eat out at participating local restaurants, and MVHS Music will receive a percentage of sales during the event.
- **Oso Fit 5K:** Community run and fundraiser. 100% of your entry fee will be donated to our program.
- **Angels Baseball Band Night:** Watch our students perform the National Anthem and enjoy a night of baseball. A portion of ticket sales will be donated to our program.
- **Holiday Poinsettia Sales:** Brighten your holiday with a beautiful poinsettia and support MVHS Music! These make great gifts for friends, family, and neighbors.
- **Raise-Right:** Through the purchase of various electronic gift cards, our program receives a percentage back with every purchase! Makes great gift ideas and can be used on everyday purchases too!
- **Product Sales:** Year-long fundraisers with Amador Candles and See's Candy
- **Company Matching:** A great way to DOUBLE your donation! Many companies will match your charitable donations – some up to 100%. Check with your employer to see if they will match your donation. **MVHSIMBA Tax ID #23-7282920**
- **Corporate/Community Sponsors:** A unique opportunity for local businesses to support our program. Tiered levels of support that offer valuable exposure within our community. Visit www.mvhsmusic.com for more info.
- **Grant Writing**
- **Concert Performances, Bake Sales, & Raffles.**
- **Field Show Tournament (Home Comp): CANCELED FOR 2025; RETURNING, TBD**
- **And more!**

WE DO NOT CURRENTLY HOST TRIP-SPECIFIC FUNDRAISERS

Families who would like to raise funds for their individual child's trip expenses outside of our program efforts are encouraged to do so, but these will not be managed by MVHSIMBA.

PROGRAM POLICIES

CODE OF CONDUCT

The Mission Viejo Instrumental Music Program holds in place high standards in order to ensure its highest success and the safety of all participants. To participate in the program, students and parents are required to sign and return an acknowledgement that they have read and agree with the Code of Conduct Action & Consequences, and Early Dismissal Policy.

A student's decision to become a member of the MVHS Instrumental Music Program involves certain responsibilities and obligations, as listed below. If there are any questions about this policy, please do not hesitate to ask the Director. The Code of Conduct lists a set of mandatory requirements for our organization, which include expected behavioral guidelines for performing, rehearsing, or traveling with the Mission Viejo High School Instrumental Music Program.

1. Behavior by a member of the instrumental music program that brings discredit or embarrassment to themselves or the organization is unacceptable. Conduct that falls into this category includes, but is not limited to:
 - Fighting with or harassing students
 - Damaging public, school or personal property
 - Stealing
 - Using profanity
 - Use of alcohol, tobacco and/or illegal drugs at any time
 - Public displays of affection
 - Speaking negatively of other programs, in or out of MVHS

****Note**:** It is expected that the behavior described above will be avoided on and off the MVHS campus.
2. All booster parents and volunteers are to be treated with respect, and their requests are to be obeyed by all students without exception.
3. When participating in a festival, parade, half-time competition, or any other contest, respect to all other groups must be shown.
4. Failure to attend a performance will result in a lowered grade (see grading policy). If you have a conflict with a rehearsal or performance, contact the Director as soon as possible prior to the event.
5. A proper attitude toward school is required of all program members.. Multiple and repeated infractions will incur a parent-teacher conference regarding the eligibility of the student in the program.
 - Excessive and/ or unexcused absences will result in a lowered grade (see grading policy).
 - Don't be late. Tardiness will result in a lower semester grade (see grading policy)
 - Be respectful at all times, to all people. That means teachers, parents, students, competitive groups, and the general public.
 - Do not schedule appointments during rehearsal hours. If there is an issue, contact the director.
6. Take proper care of uniforms and instruments:
 - No eating or drinking (except water) in uniform.
 - Wear the designated undergarments under your uniform.
 - Hang up your uniform correctly.
 - Do not take your uniform home.
 - Take care when using any school issued instrument. You will be financially responsible for any damage or loss.

7. Dress code will be followed for all events for all performance groups. The Instrumental Music Program represents the entire school when performing and all involved are to be neatly and uniformly dressed.

- Marching Band:
 - Provided: Uniform jacket, bibs/pants, bling, gloves, gauntlets, shako
 - Purchased by student: shoes, dri-fit shirt, compression shorts, socks
- Color Guard:
 - Purchased by students, varies by season
- Drumline
 - Fall: same as Marching Band (see above)
 - Spring: Purchased by students, varies by season
- Concert Ensembles (including Orchestra, Wind Ensemble, and Jazz Band; rented/purchased by students)
 - Young men: black tuxedos with white shirts and bow ties with black dress shoes (no tennis/athletic shoes).
 - Young ladies: long black dress, black pant-suit or tuxedo. Skirts at a minimum must cover knees when seated. No low cut tops. Sleeves should cover the shoulders and upper arms. Black tights/nylons must be worn, if legs are exposed. Black dress shoes (no tennis/athletic shoes).

****Specific uniform requirements and needs and suggested retailers can be discussed with the Uniform Manager****

8. Instrumental music students must buy an ASB card as we receive funds from ASB to help support our activities throughout the year.

9. It must be understood that violations of the instrumental music code may be sufficient cause for removal from the music program. Complete authority in this matter lies directly with the band director and the principal of the school, whose decision is final and binding.

EARLY DISMISSAL POLICY

Leaving early or arriving late to any performance are strongly discouraged. However, under extenuating circumstances, school and district policy state:

1. Students wishing to leave an organized music group activity (e.g., performance or festival) prior to the group dismissal must bring a note from his/her parent to the appropriate manager for the event at least one week prior to the event. The note should explain the reason for early dismissal.
2. The student assumes responsibility for making sure that his/her equipment and uniform are properly hung and placed where it can be stored with the other students' after general dismissal.
3. The student will be dismissed only to his/her parent, or an adult (21 years or older), authorized in writing by his/her parents. The student will not be dismissed to an unauthorized person.
4. The student must also bring a completed SVUSD Transportation Exemption Form (see **FORMS** section) at least 48 hours before any event for which District transportation (i.e. buses) have been provided.

GRADING POLICY FOR ALL MUSIC GROUPS

Violations of the band code may be sufficient cause for removal from the organization. Complete authority in this matter lies directly with the band director, the dean of students, and the SVUSD Board of Education, whose decision is final and binding. Each member in a performing organization reinforces and strengthens the other members of the group. Each person's contribution is extremely important. Whenever someone is absent from a rehearsal or performance, the loss to the group is more than just the individual and is detrimental to the entire group. Learning the music, drill, equipment work, and group precision cannot be made up outside of class.

Therefore, attendance during class time and for all rehearsals is extremely important. The grading policy leans heavily toward attendance, participation, and improvement. Your grades will be determined by:

1. 60% - participation and attendance
 - a. All rehearsals and performances
 - b. Sectionals
 - c. Tardies - unexcused absences and trancies affect a large portion of the grade and will not be tolerated
 - d. Behavior - proper behavior at all times as defined by the Code of Conduct
 - e. Always having proper equipment
2. 30% - Classroom assignments
 - a. Recorded performances to be uploaded to Google classroom
 - b. Written concert reflections
3. 10% - Ability to perform individual part of the performance

BUS BEHAVIOR RULES

When traveling to or from MVHS instrumental events by bus, the following rules apply:

1. SILENT bus when leaving and arriving parking lots and while on surface streets. Talking is allowed when the bus is on the freeway.
2. Do not change seats while the bus is in motion, unless authorized by the parent chaperone.
3. No public displays of affection. Holding hands is permitted.
4. No propellants (hairspray, etc) or anything that will broadcast a scent.
5. Show proper respect to chaperones, drivers, and all student leaders at all times.
6. Pick up all trash when the trip is over BEFORE getting off the bus.
7. Students are responsible to help load and unload instruments, props, etc., into and out of the truck or trailers.

MVHS Instrumental Music Program General Handbook & Code of Conduct Acknowledgement & Agreement

Please print, parent AND student sign, and return this page.

Acknowledgement & Agreement

We have read and understand the MVHS Instrumental Music Program General Handbook and Code of Conduct and will adhere to the rules and regulations of the Mission Viejo High School Instrumental Music Department:

Student Name: _____ Grade _____

Group/Ensemble _____ Contact Phone Number _____

STUDENT SIGNATURE: _____ **DATE** _____

Parent or Guardian Name(s) _____

Parent or Guardian Contact Phone Number(s): _____

Parent or Guardian Email Address(es): _____

PARENT/GUARDIAN SIGNATURE (only one required) _____ **DATE** _____

