

PRSD Tech Crew

David Schumacher - director • dschumacher@prsd.org • www.pentucketmusic.com

August 30, 2016

Dear Parents and Students:

Participation in the Tech Crew is a fun and rewarding experience, but one that carries a great deal of responsibility. I have outlined our policies in this letter, and ask that both student and parent sign the enclosed form acknowledging these responsibilities.

Students have access to well over \$100, 000 worth of equipment and will be responsible for its care and safety. Should the Tech Crew keys be misplaced or lost, the student assigned responsibility for those keys for a given event will be held accountable for the cost to replace the necessary locks on our storage areas. Any unauthorized use or flagrant mishandling of our gear will result in disciplinary action.

There is ONE Tech Crew for grades 7-12, and all members will meet in the HIGH SCHOOL auditorium with Mr. Schumacher each Tuesday from 2:30-4:30pm to train on our equipment. Once trained, they will have the opportunity to work events held throughout the school district either for community service, or for \$10/hour once of legal employment age. All our regular meetings are mandatory (please email me ahead of time with conflicts), but signing up to work events is entirely up to the individual. If you are selected to work an event you will need to make your own arrangements for transportation to and from school. The nature of these events (concerts, plays, etc.) is such that an accurate ending time is difficult to predict. I give my best estimate and students will need to be flexible with their travel arrangements to accommodate this variable. Please make every attempt to arrange for your ride to arrive without delay following events.

While a custodian or staff member will always be present, most of the events students work will NOT be directly supervised by myself or any other faculty member. Students represent our program and the school district while working events for the tech crew, and it is expected that each student carry his or herself professionally and responsibly. I have included our expectations for behavior as explained to the students. Failure to meet these expectations may result in non-payment or removal from the program.

I will be using **SCHOOL LOOP** and a mass texting application called **REMIND** for much of my communication with students. This app allows me to reach the entire group with a single text in case of emergency, last minute changes, or gig logistics. Your phone numbers remain private, and there is nothing to download. ALL students (parents are optional) will need to subscribe to the Tech Crew class. A link with simple instructions is posted on the Tech Crew page of www.PentucketMusic.com

I encourage parents to email me with questions or concerns. Please let me know if your child has a sports conflict so that I can work with his/her coach to reach a compromise. I will post all materials you need on the TECH CREW page of www.PentucketMusic.com

Tech Crew will meet on Tuesdays (beginning September 13th) from 2:30-4:30pm. A late bus is available from the high school at 3:30pm for those needing occasional transportation prior to 4:30pm.

Sincerely,
David Schumacher

TECH CREW POLICIES AND EXPECTATIONS

Attendance: Attendance is expected, unless there is an emergency, sickness, or excused absence. Should any conflicts arise I must be notified prior to class. Frequent unexcused absences will directly impact the likelihood of being selected to work future events. Please check all possible conflicts against the events calendar and bring any problems to my attention immediately. If you are involved with a sport that conflicts with class, every effort must be made to reach a compromise between both activities. For example: Leaving class 30 minutes early to arrive at practice 30 minutes late. I will speak to your coach if necessary. Attendance is mandatory at events for which you have been selected and agreed to work. In case of emergency, please text me ASAP so that I can find a replacement. An unexcused absence from an event for which you have been selected and agreed to work will result in disciplinary action.

Studying: Students are expected to practice the skills learned in class so that we can build on the knowledge gained each week. Opportunities are available for students to research topics, study resources posted on our website, and to work with senior members of the class during off hours for extra time on learning.

Event Dress: All events, unless notified otherwise, will require the same dress code. Students should wear their Tech Crew t-shirts, or a plain black shirt if they do not yet have one. Black pants without holes and clean, un-torn shoes or sneakers complete the uniform. No hats or inappropriate images or slogans are permissible on any article of clothing.

Policy Sheets: No student will be allowed to work events without a current signed policy sheet on file. These need to be submitted each year. Severe delinquency with submission of this form will result in suspension from class until I have a signed form in hand.

Behavior: Students are expected to carry themselves in a respectful manner at all times. If a student is placed on the PRHS ineligible list, he/she will not be permitted to participate in the class. Remember that it is a privilege to take part in this program, and each student is invited on the grounds they maintain good academic standing and remain drug and alcohol free. Students will not access any equipment without direct permission from me, and no equipment is available for personal use. Students are expected to maintain complete focus for the duration of any event they work. Students (of employment age) are employees of the district and will not engage in activities that distract from their paid duties, including but not limited to texting, gaming, socializing, or leaving their post. Students are expected to work efficiently and do their best to politely accommodate the needs of each event. An accurate record of the starting and ending time (rounded to the nearest quarter hour) for each event will be promptly turned in to me on a provided time sheet following each event. Appropriate language and school conduct is expected at all times.

Safety: All students are expected to exercise common sense and best practices to ensure their safety and that of anyone else in the area. Much of our gear is heavy and awkward to carry. At times students will also be asked to climb ladders. Please notify me with any conditions that might restrict your ability to handle such equipment or to be comfortable at such heights.

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2016-17 Tech Crew Policies:

I, _____ understand the Tech Crew policies as stated above and agree to their terms.

Student name _____

Student signature _____

Date _____

Parent name _____

Parent signature _____

Date _____

_____ Yes, my child and I have registered with **SCHOOL LOOP**.

_____ Yes, my child and I have bookmarked the TECH CREW page of **www.PentucketMusic.com** and will check it regularly for updates and gig information.

_____ Yes, my child and I understand that my child (if of legal working age) will need to see Mrs. Sheppard in the business office to fill out and submit paperwork for the PRSD payroll before any payments for working events can be made.

_____ Yes, my child and I have signed up for **REMIND** as described above

*** PLEASE RETURN THIS FORM TO MR. SCHUMACHER AT OUR NEXT MEETING ***