

Band Students and Parents:

Welcome to one of the most exciting experiences in which you can be a part – the band! Now, more than ever, we have information to justify why we participate in this demanding, yet rewarding, activity. Experts have concluded that the study of music helps with spatial reasoning, test taking, and overall quality of life! Factor in social skills, emotional development, leadership training, group interaction, aesthetic perception, music-making, and the discipline of being in a band program, and I don't know why anyone would not want to be involved in a successful band program like the one at our school. The ultimate goal is a lifelong understanding and appreciation for high-quality music and music-making!

Everyone should read the information in the handbook, even veterans. Some of the information has changed, so make sure you're informed. For those new to the program, this is the "band bible," which keeps us running smoothly and efficiently. Most questions can be answered by consulting the handbook, and policies will be adjusted from year to year as the need arises to clarify issues within the program. It is my hope that the information contained within this handbook will both inform and inspire!

This past year was full of successes by our students. In all areas of the program, we saw growth and indications that the program is only going to continue to prosper. At the end of this handbook, I will include a list of band performance dates that I know of at the time of this writing. (a complete calendar of band performances will be available to students by the end of the spring semester).

This handbook is designed to answer any questions you might have concerning the program. Please read all of the information, and sign the form in the back of the book. This form needs to be turned into a band director as soon as possible.

I am honored to be your band director and am looking forward to a great year!

Mr. Winters
Poplar Bluff HS Head Band Director

BAND CLASSES OFFERED

The following band classes are available next year. Please read the requirements for each class to determine which group you would like to participate in.

****To enroll in Studio or Stage jazz bands, you must also be in Symphonic or Concert band (you cannot take jazz band by itself).**

WIND ENSEMBLE

Wind Ensemble is an auditioned ensemble that competes as a marching band in the fall semester and plays concert band music in the spring semester. Students in Wind Ensemble will attend: two weeks of summer marching band practice (color guard and marching percussion will attend three weeks of summer practice), after-school practices, marching contests, and all home football games. Wind Ensemble will perform grade three to grade five concert music and will participate in at least three band concerts throughout the year. Attendance to all required performances is mandatory for students to receive full credit in the class. Enrollment in class is by audition only.

CONCERT BAND

Concert band is an auditioned band that competes as a marching band in the fall semester and plays concert band music in the spring semester. Students in Concert Band will attend two weeks of summer marching band practice (color guard and marching percussion will attend three weeks of summer practice), all marching contests, and all home football games. Concert band will perform grade three to grade four music and will participate in at least three band concerts per year. Attendance to all required performances is mandatory for students to receive full credit in the class. Enrollment in class is by audition only.

STUDIO JAZZ BAND

Studio band is a year-long course available by audition only. Through the performance of jazz and contemporary music, students will study current styles, techniques, improvisation and harmony. Basic theory study and individual solo study are integral to the development of this performance group. This class will prepare students for more extensive musical education in college. Students will be expected to perform at several concerts and contests. Attendance to all required performances is mandatory for students to receive full credit in the class.

****Must be enrolled in Wind Ensemble or Concert band to enroll in Studio Jazz Band.**

STAGE JAZZ BAND

This class is available by audition only and meets during the spring semester. Enrollment in the Spring Semester Jazz Band is open to any student who plays a jazz instrument (Saxophone, Trumpet, trombone, Bass, Piano, Guitar, Drums). Through the performance of jazz and contemporary music, students will study current styles, techniques, improvisation, and harmony. Basic theory study and individual solo study are integral to the development of this performance group. Students will be expected to perform at several concerts and contests. Attendance to all required performances is mandatory for students to receive full credit in the class.

****Must be enrolled in Wind Ensemble or Concert band to enroll in the Spring Semester Jazz Band.**

MARCHING BAND COLOR GUARD

Marching band color guard is a fall semester class that focuses on spinning flags, rifles, and sabers with the Sho-Me Marching Band. All marching band color guard members must enroll in this class. Students will attend three weeks of summer marching band practice, after-school practices, marching contests, and all home football games. During the Spring semester, all instrumentalists in color guard will transfer to Wind Ensemble or Concert band and non-instrumentalist members will transfer to another course of their choosing. Attendance to all required performances is mandatory for students to receive full credit in the class.

MARCHING BAND PERCUSSION

Marching percussion is a fall semester class that focuses on marching percussion techniques. All percussionists for the competitive marching band must enroll in this class. Students in marching percussion will attend three weeks of summer marching band practice, marching contest, and all home football games. During the spring semester, students in marching percussion will transfer to Wind Ensemble or Concert band. Attendance to all required performances is mandatory for students to receive full credit in the class.

MARCHING BAND

Marching Band Camp

Marching band camp is held at the end of July and beginning of August. The first week is for color guard and percussion students only. These two groups start earlier because they have more music and routines to learn than the rest of the band. The last two weeks are for all band students.

Band camp is required for all students in band! Approximately eight weeks of normal rehearsal time is crammed into band camp so attendance is a must. On the final day of band camp, the band will perform for their parents and friends. Camp will end at the conclusion of the exhibition on Friday evening.

Band camp dates for 2016 are:

- August 8-12 - Guard and drum-line camp (full day) and band camp (partial day - required for all marching band members)
- August 15-19 - Band camp (required for all marching band members)
- August 22-25 - Band camp (required for all marching band members)
- August 25 - Parent night performance at 6:00 p.m.

Marching Band Rehearsal Procedures

- Rehearsal begins at 3:15. Students need to be in the attendance block with their instrument by this time.
- Each student is required to have a dot book, pencil, instrument, water bottle, and tennis shoes. Students can purchase a "fanny pack" to help hold their equipment.

- Drum majors, captains, and section leaders: in addition to dot books, they are required to have their drill at all times.
- Students need to turn in their dot books at the end of each rehearsal to their section leader. Dot books will be returned to students at the beginning of the next rehearsal.
- Procedure for lost dot books: pay \$5.00 to directors for an additional copy of the dot book. Students will then have one day to completely fill out their book using their coordinate sheets.
- Water bottles need to be labeled with student's name. The student will fill the water bottle at the beginning of rehearsal before going to the attendance block. Students should purchase a water bottle that can clip onto their clothes or hang on their shoulder.
- Students are required to have tennis shoes for each marching rehearsal (including Tuesday rehearsals at the junior high).

Marching Band Attendance Policy

Expectations: You have made a commitment to be in the marching band for the fall season. Everyone is counting on you! In order to have successful band rehearsals and performances, it is essential that we have full attendance. **The absence of one person not only affects that person, but also the entire group.** The critical factors of uniformity, balance, spacing and alignment cannot be improved or maintained with absences.

Legitimate Excuses: Legitimate excuses for rehearsal or performance absence are illness, doctor's appointments, family emergencies, accidents, or serious illness/death in the family. **Students must bring an excuse note from parent or guardian following any absence.** A request to be excused from a future rehearsal or performance must be turned in at the earliest possible time and will be considered by the director, pending the legitimacy of the case presented.

Unexcused Absences: An unexcused absence from a practice or performance is unacceptable and will result in dismissal from the marching band. Absences without a note from a doctor or parent will count as unexcused absences. Absences, tardiness or leaving early because of work or homework are **not excused**. Problems with absences, tardiness or leaving early from rehearsal will be given appropriate consequences regarding performance opportunities.

How To Be Reinstated Into Marching Band: If you lose your position in marching band due to an unexcused absence, you may be able to be reinstated by going through the reinstatement process.

1. You must write a Readmittance Proposal and present it to the band directors. In this proposal you will state the reasons you were dismissed from marching band and how you will avoid letting this happen again.
2. Upon the Readmittance Proposal being accepted by the directors, you will apologize to the marching band (because it is the marching band that you let down by missing).
3. You will lose your marching position on the field for five days and be required to challenge to obtain your position at the end of the five days (second offense – 10 days,

third offense – you are removed from marching band without the possibility of readmittance).

If a student loses his or her marching position and decides not to go through the readmittance process, they will receive a failing grade on all practices and performances until the marching season is complete (or until they transfer to a different class).

If you are not sure or have a request, problem, or question, *ask* the band director at the earliest possible time.

Marching Reserve Policy

Our marching numbers for the fall are set during spring band camp. A percentage of the band members will be designated as reserves to help fill in if someone is sick, has an accident, or moves out of the district. Students who are in the marching reserves are allowed to perform with the band during pre-game festivities, in the stands with the pep band, during parades, during pep rallies at the high school, and travel with the band on all trips. Reserve members are expected to attend all practices and performances.

The Sho-Me Marching Band is a **team** effort, and like any team, we need to fill every position on the field without any empty spots. This is critical for two reasons:

1. The listeners and viewers (whether it is a parent, an audience member from another school or a judge at a contest) expect the best possible performance. An empty spot detracts from the performance of everyone on the field.
2. The absence of one person not only affects that person, but also the entire group. The critical factors of uniformity, balance, precision, spacing, and alignment cannot be improved or maintained with absences.

In order to give all members a fair opportunity and still maintain the highest standards of performance, we have established the following **Reserve Policy**:

1. To be guaranteed a marching position on the field, students must have good attendance, and be able to play their music at a high level.
2. A reserve marcher may challenge another student for their marching position during a marching rehearsal. The challenger must let the other student know about the challenge at least a day in advance. They may not challenge the same student more than once in a week.
3. If, after a challenge, both students are judged to be at the same level, they **that take turns at performances and rehearsals**. If one member is clearly stronger, that person will march the important competitions. Every attempt will be made to include as many performers as possible, pending their level of achievement.

This system has been successful over the years. It has also helped to *motivate* the members to always do their best and stay on target. The marching skills demanded by the contemporary marching band are very complex, and many times the physical coordination of young members does not mature until their sophomore year. Rookies often "pay their dues" their first year and then become a "regular" in succeeding years. No positions are ever "set in concrete" and many

changes occur as the season progresses. Every effort to be as fair as possible and have as many members perform as possible will be made.

Football Game Procedures

- Before the game:
 - Only play in the band room or in the designated warm-up area – no playing in transit between rooms or standing in groups at the bottom of the junior high stairs.
 - Girls will change in the choir room and boys in the band room (make sure to have athletic shorts and t-shirt under uniform).
- During the game:
 - All band members must stand and participate in the stands by playing their instrument and performing cheers.
 - Students are not allowed to be on their cell phones during the game.
 - All sections will clean their own row and pass trash to the aisle where the drum majors will collect (at end of first and fourth quarters).
 - All members must be back in their seats by two minutes left on the clock in the third quarter. Failure to do so will result in reduction or loss of third quarter break at the next game (for individuals or the entire band).
 - No student is allowed to hang out in the band room during third quarter. The only students allowed in the band room are percussionists who are changing so they can load equipment on the truck.
 - Non-band students are not allowed in band areas (stands, pre-game block, or band room).
 - Treat visiting teams, visiting crowd, and other band members with respect.
 - To receive credit for a football game, a student must stay for the entire game.
 - To leave a game or the stands area, students need to receive permission from a band director.
- Post-game:
 - Section leaders need to check their section members to make sure they have all the required uniform parts (coat, pants, gauntlets, sash, hat, socks, and shoes).
 - Junior high band room must be clean before the band will be allowed to leave.
 - After changing, students need to take their uniform to the uniform trailer to be loaded.
 - Once students change, they must remove all equipment from the junior high band room. Students should not leave equipment behind while they hang out with their friends in another location.

Marching Contest Procedures

- General procedures:
 - When the band arrives at a location, students should not leave the bus or stand up until they are told to do so by a band director or chaperone.
 - Medical emergencies – students should see a band director immediately. All festivals have a first aid station near the stadium. Students should have a friend go with them to the nurse's station.
 - After unloading instrument from the truck they should be placed in the designated storage area. After performing, the instrument should be placed back in the designated storage area. This area needs to be clean and organized at all times.
 - After the band performs and equipment is organized, students will walk to the stadium together and sit as a large group.
 - Wear band t-shirt to the marching festival and while sitting in the stands.
 - No students will be allowed on the buses while the band is watching other bands at the stadium.
 - Be good sports even if we do not get the placement that we want at the contest.
- Bus changing area
 - Bus changing – separate buses will be provided for different sexes. No boys are allowed on girl's buses or visa versa.
 - There will be a band parent in charge of each bus – if you have any questions please ask them first.
 - Make sure you do not leave valuables out where they can be taken or damaged. You can put valuables in a band booster truck if needed.
 - Students need to have a t-shirt and athletic shorts on under their uniform so no skin shows when they change.
 - Bus cameras – the cameras on the buses do not work unless the bus is on. Do not tamper with the cameras in any way.
 - You can block the view from the outside by hanging your uniform bag on the window.
- Hotel Situations
 - Parents and students will be responsible for paying for any incurred charges.
 - Rooms are to be locked at all times.
 - There will be no one of the opposite sex in your room unless accompanied by a chaperone.
 - Please refrain from playing instruments in the room.
 - All school rules will be enforced on trips.
 - No one is to leave the hotel alone. Any student found leaving the premises without permission will be dealt with severely.

- Profanity is not a part of our organization! Make sure your language is not offensive.
- Band members are expected to be at the right place, at the right time, ready to go.
- Students will be checked in by an adult (director or chaperone) at curfew and are not allowed out of the room after that time.

Parent's Responsibility to the Band

The band will not be successful without the help of parents. It is the responsibility of every parent and guardian to see that the policies outlined in this handbook are followed and that the form in the back is signed and returned. The form in the back states that you understand the policies set within and that any questions are to be directed to the band director by making an appointment. Each parent is responsible for the attendance of his or her child at all band functions. It is the responsibility of each parent to see that the child practices his or her instrument daily.

How Parents Can Help

When a band question arises, it is important that you get factual information before discussing it with others. We do more harm to ourselves, the band family, when we talk about things that contain one or more falsehoods presented as facts. If questions arise, it is important to remember this axiom: If it is a performance issue or anything dealing with the band proper, contact a band director. If it is a fund-raising question or anything dealing with parent issues, talk to the booster club president.

Here is a list of areas that you can help:

- Show an interest in the musical study of your child.
- Arrange a regular time for your child to practice.
- Find a quiet place where he or she can practice without interruption.
- Listen to performances of practice material when asked to do so.
- Come up with a reward system for daily practicing.
- Keep the instrument in good repair, and keep at least three reeds in the case.
- Be extra careful with school-owned instruments. Repair costs are high!
- Teach your child to be prepared and on time for all rehearsals.
- Provide private instruction (when available).
- Make faithful attendance at all band activities important to your family.
- Notify the teacher if the student is to be absent for rehearsals or performances.
- Double-check to make sure the child is taking their instrument to school.
- Visit rehearsals occasionally.
- Attend booster meetings, concerts, games, and contests.
- Turn in fund-raising money on time.

Financial Obligations

Each band student is assessed a dollar amount determined by the budgeted needs of the band for that year divided by the number of students in band and guard. The student earns credit toward this assessment by selling items during the various fund-raising activities held during the year. If the student does not earn enough credits to meet his or her fund-raising obligation, he or she is responsible for the remaining balance. Invoices will be sent out periodically by email and/or written letters.

The fundraising obligation is \$150 per band or guard student. Please note that this assessment does not pay for extra band trips or for incidental expenses (band shoes, gloves, flip folder). **Half of the band fee is due by May 6th (\$75.00)** – this fee will help the band purchase needed equipment for the marching show over the summer so it is ready for band camp. *Please note - no member will be denied the opportunities of the organization due to financial difficulties. Please talk with the director.*

Band Lettering

Students in band are eligible to earn a band letter. This lettering system rewards students who are truly dedicated to the band program and helps maintain the overall integrity of the band program.

To be eligible for a band letter, students must meet some basic requirements:

- Be signed up for concert band class both 1st and 2nd semester.
- All band fees or outstanding invoices paid.
- Must complete one service project OR help fundraise for another student. Example of a service project – volunteering for spaghetti dinner fundraiser.
- Attend one concert that you are not performing on. Must submit a program from the concert to verify attendance.
- Have upstanding attendance at rehearsals throughout the year.
- No absences from a major required performance date.
- Be in good academic and disciplinary standing.

In addition to the above requirements, students must complete or achieve four of the following:

- Jazz band
- Jazz combo
- Basketball pep band
- Sho-Me band leadership
- Complete three service projects (must be approved by directors before doing the project)
- Audition for all-district concert or jazz band in the fall semester.
- Make a two rating or better at solos and ensembles competition in the spring.

- Take documented private lessons on your main concert instrument.
- Give four or more lessons to a junior high band student.

For Honors Letter you must achieve the following:

- Make all-district concert or jazz band in the fall semester.
- Make a one rating at district solo and ensemble festival in the spring semester.

Excused Absence Form

This form must be completed and turned in one week in advance of any anticipated absence by a band student (excluding extreme emergencies).

Student name _____ Today's date _____

Date of anticipated absence _____

Reason for absence _____

Please be specific! The policy is quite simple – if the school will excuse it, we will excuse it. If the school will not, we will not (important matters or family matters are not considered excusable by the school).

The high school will excuse any absences for a death in the family, a religious holiday, or illness with a doctor's excuse. The doctor's excuse must be submitted to the school attendance office, and a copy must be placed on file with the band director.

Parent Signature

Student Signature

All forms must be submitted to the directors of band and will remain on file in the band office for a period of one year.

Director's Signature

Date

Contract of Mutual Consent

I, the undersigned student, accept membership in the Poplar Bluff Sho-Me Band and understand I am responsible for all policies set forth in the band handbook. I fully agree to carry out my responsibilities to the very best of my ability.

Student Name (Printed)

Student Signature

Date

I, the undersigned parent or guardian, have read and understand the policies as set forth in the band handbook. I also grant full permission for my child to be an active member of the Poplar Bluff Sho-Me Band. In addition, my child has full permission to attend all band functions. Furthermore, I understand that I must meet all financial obligations.

Parent Name (Printed)

Parent Signature

Date

Type of instrument(s) _____

Manufacturer _____

Serial number _____

Parent e-mail address _____