



Handbook 2016

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Foreword

The purpose of this handbook is to provide convenient and valuable information to students, parents, administrators, staff, and directors about the many aspects of the Taylor County High School Band program. Members of the band, along with parents, should familiarize themselves with this handbook and sign and return the appropriate forms found in the back. Band members are expected to understand and abide by all rules and regulations set forth in this handbook. If a problem or question not covered in this handbook should arise, the director should be consulted for an explanation.

Program of Studies

I. Marching Band (Fall Semester)

The Marching Band is a musical marching ensemble that is comprised of the standard woodwind, brass, and percussion instruments, and is complemented by the color guard unit. Membership in this group requires total dedication and maximum effort and involvement in all aspects of marching, playing, and performance.

The Marching Band provides entertainment for home football games, marches in parades, and also performs at band competitions. All band members are required to perform at every home football game. The most important event of the marching band season is the two-week band camp held during the summer. The group typically rehearses every Tuesday after school and on Thursday evenings. Other rehearsals will be called at the discretion of the director.

II. Concert Band

The Concert Band is a performance-based ensemble that performs a wide range of literature for band including original works for band, orchestral transcriptions, and various other styles of music. Chair placement auditions are held each year to determine the chair order in each section. The concert band will perform various times including performances at Concert Band Festival, and at least two times during the year for the parents and community, usually around Christmas and in the spring.

III. Pep Band

The Pep Band is a performing group that provides music and entertainment for various school activities including pep rallies, football and basketball games, and other special events.

IV. Jazz Ensemble

Depending upon interest, the Jazz Ensemble is comprised of members from the brass section and other members of the band. In this ensemble, students are able to perform jazz and other related styles of music. Membership for the ensemble is determined by the director. Only students displaying outstanding musicianship and maturity will be allowed to participate in this ensemble. Auditions will be held at the discretion of the director. The Jazz Ensemble rehearses on Tuesdays after school in the spring and gives a concert at the end of the semester.

V. Percussion Ensemble

The Percussion Ensemble is comprised of members from our percussion section and sometimes other members of the band. In this group, students get the opportunity to play standard percussion ensemble repertoire and smaller chamber works. They rehearse during the spring semester during class.

VI. Chamber Ensembles

Chamber ensembles may be formed throughout the year depending on the interest of the students. These ensembles give students the opportunity to play in smaller groups with other members of the band. These smaller groups help students develop their musicianship at the highest level of any ensemble in the band program. Some of the possibilities for chamber ensembles could be: Flute Ensemble, Clarinet Choir, Sax Quartet, Brass Quintet, Trombone Choir, Tuba Ensemble, and many others.

Grading Procedures

All band members are expected to take band for credit for the entire school year. Band has curricular requirements just like any other academic discipline, but also has extracurricular requirements similar to that of athletic teams and other school sponsored clubs. The combination of both of these requirements into one performance-based course of study is what determines the strength and success of the band program.

Grades in band will be based on several different factors.

- Attendance and punctuality to rehearsals and performances
- Overall attitude during rehearsals
- Participation and effort
- Performance on playing tests/ chair auditions
- Performance on written tests

A course syllabus will be handed out at the beginning of each nine weeks and will cover in detail the specific requirements for that class during that particular semester. **The most important aspect of the student's grade will be his/her preparation and attendance to rehearsals.**

Attendance Policies

All band members are expected to attend all rehearsals and performances. Students should also be on time for all band functions. Under extenuating circumstances (serious illness, death in the family), make-up work for missed performances may be assigned, but the experience of the performance cannot be made up.

Excused Absences

Excused absences from rehearsal and performances must be approved by the director. Any absence that is not brought to the director's attention prior to the rehearsal or performance will be considered unexcused. Please do not schedule appointments on rehearsal days. Use the non-rehearsal days when scheduling appointments. In case of illness, students should call the band office at least one hour prior to the start of rehearsal. **NOTE: After-school employment is not considered an excused absence.**

Unexcused Absences

An unexcused absence from both rehearsals and performances will affect the student's grade significantly. An unexcused absence from a performance will result in a failing grade for that grading period. Unexcused absences in general could result in any or all of the following:

- Significant loss in grade
- Loss of performance opportunities
- Removal from leadership position(s)
- Dismissal from the band program

The most important thing to remember regarding attendance is that every member of the band is dependent upon each other and everyone is expected to be committed to the group. An absence from a rehearsal or performance has a direct effect on everyone else in the band.

Uniform Information

Every member of the Taylor County High School Band will receive a uniform for marching band. Uniforms will be issued at the beginning of the year and are to remain in the uniform storage room unless being used by the band. Alterations that need to be made will be done so by the uniform committee. The band booster organization funds regular cleanings of these uniforms. If your uniform needs any alterations after the initial fitting, please bring it to the attention of the director or a member of the uniform committee. In addition to the items listed below, the students will also be issued a band t-shirt, that will be worn as a secondary uniform.

Shoes: Shoes should be cleaned and/or polished before every performance. Long black socks should be worn with the shoes; white and short ankle socks are not acceptable. The shoes will be ordered during band camp.

Hats: Hats must be stored properly in the hat box after wearing and placed on the shelves in the uniform storage room after performances. Plumes should only be stored in the plume cases. Long hair must be worn up under the hat during marching performances, and must not touch the coat collar.

Gloves: Gloves must be clean at all times. Finger holes cut for woodwinds should not be ragged or frayed and nail polish must be removed.

Coat and Pants: The coat is to be zipped and buttoned at all times. After wearing the uniforms, students must hang them properly on hangers and the garment bags must be zipped and stored in the uniform room. Pants should be hung neatly inside the garment bag along with the rest of the uniform. Never attempt to wear jeans underneath your pants.

Color Guard Uniforms

Color Guard Uniforms will change from year to year depending on the current year's show theme. Guard members will be properly fitted when the design process is finished. Other Guard accessories such as shoes and gloves will be ordered during band camp.

Special Uniform Instructions

When the band appears in uniform, every student will wear every part of the uniform exactly as it is intended to be worn. **Never wear an incomplete uniform in public.** Sunglasses, rings, earrings, and any other visible jewelry may not be worn at performances. When in uniform, do not unhook collars, unbutton coats, take off hats, etc. unless the entire group is instructed to do so by the directors. All uniforms must pass a formal inspection before they are worn at the first performance.

Financial Obligations

Some of the activities both required and elective are funded through student paid fees. These **fees are non-refundable** due to the advanced allocation of funds. Financial assistance is available upon request, and any student requiring this will need to speak directly with the director or a booster officer. The alternative arrangements are made between the student/family and the director and the booster executive committee and are administered with the utmost discretion and respect for the privacy of the individual(s). Discussions of personal finances will be kept strictly confidential, and no band member will ever be denied the opportunity to participate in the organization due to inability to pay fees. All students who are seeking financial assistance will participate actively in all fund-raising activities.

Band Camp

Band Camp is usually held for two weeks in July (three weeks for Percussion and Guard). All Marching Band members **MUST** attend this camp. As stated earlier, a band fee is charged to help defray costs for this camp. Items students should remember to bring to camp are:

- Athletic Shoes (low-top preferred) with socks
- Sunscreen
- Water (**EVERY STUDENT MUST HAVE THEIR OWN WATER JUG**)
- Sack Lunch

During this camp students will learn marching fundamentals, show music, and drill sets. They will also be required to memorize the show music as well as the *Star Spangled Banner* and the School Fight Song.

The amount of knowledge learned during these two weeks cannot be replaced. These two weeks are vital to the success of the band program throughout the year. Students learn to work together in total dedication to producing an excellent band. Band camp gives the student the opportunity to get acquainted with others and develop a sense of belonging. The goal of camp is to learn the drill and music to an entire show. During this time, students will also have the opportunity to take part in recreational and social activities. **Please schedule trips and appointments around this time!!!**

- During the second week, camp will be dismissed at 5:00 pm on Wednesday so that it does not conflict with church activities. On Thursday during the second week, the band usually has a performance for the parents at 7:00 pm.

The Percussion and Color Guard will meet the week prior to the start of band camp. They will rehearse Wednesday thru Friday from 9 am –5 pm. Fundamentals, show music, and guard work will be learned during this week.

Band Trips and Policies

To be eligible for band trips, students must be in good standing with both the school and the band program. While on school-sponsored trips, proper behavior is expected. Inappropriate conduct or reckless behavior may result in suspension from school and/or dismissal from the band program. The same rules that are enforced during school will also apply on band trips.

Band Trip Reminders

- Horseplay and screaming are prohibited on the bus.
- All students will be assigned to a bus before departure. Students may not change buses.
- All students must travel to and from performances on buses, not in personal cars. Any student who needs to return from a performance with his/her parents or guardian should submit a signed note to the director **BEFORE** departure from the school.
- When wearing uniforms, no drinking or eating will be permitted except when designated by the director.
- Students are responsible for their own equipment and instruments.
- Students will receive an itinerary of activities for all major trips. Students are responsible for knowing departure times and should be ready on time.
- Chaperones are to be obeyed and respected at all times.
- Any illness or injury should be reported to the director immediately, no matter how unimportant it may seem.
- **Any student who refuses to follow the directions of the director, chaperones, bus drivers, event staff, etc. may be removed from the activities of the trip and be required to have his/her parents or guardians pick them up at their own expense.**

Care and Use of Music

In almost all cases a student will never be required to purchase his/her own music. The band library contains the music that the students will perform throughout the year. The library also contains many method books that are available upon request for the students to use. Proper care of all the music is the responsibility of each band member. Any student who loses music or folders will be charged for the replacement cost. If a folder becomes worn, the student should request a new one from the director.

Helpful Tips

- Do not fold, tear or otherwise mutilate music.
- Only use pencils for marking in the music. Do not write “graffiti” on the music or music stand.
- Students may be asked to share folders or music with another student. They are both responsible for this music and seeing that it is not misplaced.

School-Owned Instruments

School owned instruments can be checked out to those students who do not own their own instruments. These instruments consist primarily of percussion and the more expensive woodwind and brass instruments. Students who need to use school instruments will be required to pay a \$40 dollar rental fee per year. This fee covers basic wear and tear on the instruments and is due at the beginning of the school year. These instruments must be returned in the same condition as when they were issued. Any damages or serious malfunctions should be reported to the director at once. Damages due to the negligence of the student will be charged to the student. The student is responsible for any damages and/or lost items from a school-owned instrument. All instruments should be kept in excellent playing condition and should be cleaned and polished before every performance. Any student needing to use a school-owned instrument needs to fill out and return the necessary form found later in the handbook

Special Events

Throughout the year, students will have numerous opportunities to participate in elective activities such as Solo and Ensemble Festival, All-State Band, District Band, and various other honor bands. Students are encouraged to take advantage of these opportunities. Students are responsible for paying the fees that are required for these events. A short description of each of these activities is found below.

- All-State Band: This group is made up of the most elite musicians from high school bands throughout the state. Members are selected by auditions held annually in the fall. There is a nominal audition fee for students wanting to audition. The band department usually pays for lodging and meals if the student makes the band. Each participant in the band will receive an All-State Band patch.

- District Band: This group is made up of the best musicians from bands in our district. Membership is also determined through auditions in the fall. There is an audition fee for this event as well.
- Solo and Ensemble Festival: All members of the band program are encouraged to participate in the solo and ensemble festival held in the spring each year.
- Honor Bands: Various honor bands are held throughout the year at various colleges and universities in the state. Membership for these groups is usually determined by nominations from the director. Anyone interested in participating in these groups should notify the director.
- Private Lessons: Every student in the band program is encouraged to take private lessons on their instrument. Private lessons are a tremendous aid in the development of a student's musical knowledge and improve the overall quality of the band. Any student interested in studying privately should see the director(s) for recommendations. In some cases, instructors may be available to come to the school to give lessons. However, if instructors are not able to come to the school, students may be responsible for transportation to these lessons.

Attitude and Conduct

The band program at Taylor County High School, like all school programs, is always in the public eye. Each band member must be aware that his/her conduct reflects upon the band, school, and community. Therefore, the highest moral and ethical standards must be displayed at all times. Those individuals who possess a positive mental attitude and display appropriate conduct, regardless of their skills, will always have a place in the band program.

As a member of this band, you will have certain responsibilities and obligations to meet. Each student in the band must do their part, including being prompt to rehearsals, participating in fund-raisers, practice individually, etc. Most of all, you are expected to strive for excellence in everything you do, both inside and outside of the band program.

A positive attitude is essential in working with others. If a student is not giving their best to help make the group successful, he/she should not be a part of this organization. Students who fail to project positive and cooperative attitudes will be asked to change their perspective or leave the organization. **Each band member should be dedicated to the program and always be willing to give his/her best for the overall good of the organization as a whole.**

Band Boosters

Parents play a very important role in the success of the Taylor County Band. Without the assistance and cooperation of the band parents, the band would not be very successful at all. Every parent/guardian of a band student is a member of the Band Booster organization. Meetings are usually held on third Tuesday evening of each month at 7:00 pm in the Band Room. As a parent, there are many things you can do to help support the band.

- Attend Booster Meetings
- Volunteer for parent committees
- Help your child be prepared and on time for every rehearsal and performance
- Attend every performance possible
- Encourage your child to practice at home
- Arrange for private lessons for your child if possible

Marching Band Invitational

The Taylor County Marching Band Invitational is our biggest fundraiser of the season. It is an opportunity for our local high school bands to showcase their talents and compete with others in their field. It is important that we have all parents and students involved in planning and working this event. Please take time to volunteer to help. We need help in all areas (concessions, ticket sales, hosts, food and hospitality, awards, ad sales, etc.).

Forms

The following pages are forms that need to be completed by both students and parents. These forms need to be returned to the directors as soon as possible. You will find these forms in the following pages:

- Medical Release Form
- School-Owned Instrument Form
- Accessories Invoice Sheet
- Marching Band Commitment/Payment Agreement

***Taylor County High School Band
Medical Release Form***

I _____, parent/guardian of _____,
Do hereby give the director(s) of the Taylor County Band the authority to seek and secure any medical attention or care necessary for the above named child in my absence while en route to, during, or returning from field trips with the band, or during rehearsals throughout the school year.

Parent/Guardian Signature: _____

Home Phone: _____ Work Phone: _____

Emergency Contact Name: _____

Relationship to Child: _____

Emergency Contact Phone: _____

Medical History

Allergies: _____

Date of last tetanus immunization: _____

Please list any medical history/conditions (asthma, diabetes, heart trouble, etc.)

Any other information that should be known: _____

Family Physician: _____ Phone: _____

Insurance Company: _____ Policy #: _____

Taylor County Band

SCHOOL OWNED INSTRUMENT FORM

There is a \$40.00 yearly fee that is assessed on these school owned instruments. It is the responsibility of the student to take care of this instrument. The instrument must be cleaned on a daily basis, and any damages or repairs that occur to this instrument will be the sole responsibility of the student. There is a shortage of these instruments and therefore it is essential that the students practice. If the student does not demonstrate the desire to excel, their privilege to use this horn will be **terminated**. We have many students that are in desperate need of these instruments.

Student's Name _____

Student's Signature _____

Instrument _____

Model _____

Serial No. _____

Parent's Signature _____

Date _____

Director's Signature _____

Date _____

TAYLOR COUNTY MARCHING BAND ACCESSORIES INVOICE

Student: _____

Instrument: _____ Grade: _____

Parents Name: _____ Phone: _____

ACCESSORIES FOR YEAR 2016

SHOES COST: \$ 35.00 \$ _____
SIZE: _____

GLOVES \$ 5.00 \$ _____
NUMBER OF PAIRS: _____

SCHOOL OWNED INSTRUMENT FEE.....\$40.00 \$ _____
INSTRUMENT: _____

PERCUSSION EQUIPMENT FEE....\$40.00 \$ _____

TOTAL AMOUNT OWED: \$ _____

BALANCE AVAILABLE TO USE: \$ _____ - \$ _____

BAND FEE BALANCE OWED: \$ _____

PAYMENT RECEIVED: DATE: _____ CASH: _____ CHECK # _____

Accessories must be paid in full no later than August 15th.

Camp fees must be paid in full no later than July 22nd.

Marching Band Commitment Contract and Payment Agreement

Marching band relies on the support of the parents, students, and various fundraisers in order to operate. Below, you will find your marching fees along with payment options.

	<u>Marching Fees</u>		
	1 Child	2 Children	3 Children
Camp/Marching Fee	\$245		
Uniform	\$ 25		
Food	\$ 30		
Total	\$300	\$450	\$700

Payment options:

(1) Pay in full April 18th

(2) Monthly payment schedule

April	\$50 Deposit
May	\$100 Payment
June	\$100 Payment
July	\$50 Final Payment

All fees must be paid in full by July 22nd in order to participate in the 2016 marching season. Payments are to be given directly to the treasurer, or placed in the “black box” in the band room. Those students will be turned into the school for collection of payment balance. Those failing to remit balance may lose their deposits as well as not participating with the group.

In the case of financial hardship, parents **must** contact one of the officers and director to make an appointment with the executive committee to discuss possible options.

By signing below, I am committing to be a member of the TCHS Marching Band.

Student Name: _____

Student Signature: _____

As a parent, I agree to make sure the necessary financial arrangements are made to insure my child’s participation in the TCHS Marching Band

Parent Signature: _____

Date: _____