Bayside High School Band

Band Handbook

David S. Jackson, Director of Bands

Preface

This handbook is written in order to provide band members and parents with information concerning the various phases, activities, and policies of the band program at Bayside High School. All band members and parents are urged to read this booklet carefully in order to avoid conflicts with the policies stated.

School rules and policies are enforced when a student is directly or indirectly involved in any activity sponsored by or in the name of the Bayside High School Band.

The director shall have the authority to suspend or amend any band policy at any time deemed necessary in the best interest of the overall band program.

Welcome!

Congratulations! You are a member of the Bayside High School Band. The BHS Band has established a reputation for pursuing excellence in musical performance. This position of excellence will be maintained only through the cooperation of all band members and parents. As a member, it is your responsibility to conduct your activities in such a manner as to enhance the reputation of the band program. This band belongs to <u>YOU</u>, what you do will determine the caliber of the band this year.

Band Pride

Band PRIDE cannot be described in words...you know it when you see it...when it is there you can feel it. It is PRIDE that puts that special snap in the marching and the music. It is PRIDE that makes you want to work for the band...to make sacrifices for the band...to give up some other pleasures to be a part of the band. It is PRIDE that does away with personal difference and makes discipline easier to obtain. It is PRIDE that makes a band stand together, work together, and succeed together. It is PRIDE that will make the difference in the Bayside High School Band.

Bayside High School Band Motto

Pride...Responsibility...Integrity...Discipline...Excellence

Bayside High School Instrumental Music Department Objectives

- 1. <u>Educational</u>: to develop interested, discriminating listeners, provide a well rounded music education, and prepare students for musical activities beyond high school.
- Cultural: to foster the continued development of music appreciation and understanding through the study and performance of the best music.
- 3. <u>Service</u>: to lend color and atmosphere to certain school and community affairs while promoting and enhancing the dignity and reputation of Bayside High School at all appearances.
- 4. <u>Citizenship</u>: to develop the ability to function as a responsible member of the group, to enhance each student's ability to interact with others in a positive manner, and to develop the ability to function as a responsible member of the community.
- 5. <u>Recreational</u>: to provide all students with worthwhile opportunities to fill leisure time, foster a personal outlet, and promote good social experiences.

Academic Expectation

Every music student is expected to be a student and a musician! BHS Band members are expected to maintain good grades, represent the band well when working with teachers and administrators, and succeed in the classroom. Students are expected to take the knowledge that they learn in the band room and apply it to the other academic subjects and vice-versa. Music is an art form that requires a person to be well organized and intelligent. In addition, all band students are expected to maintain a cumulative grade point average of 2.0 to participate.

Membership in the BHS Bands

The band program is open to all interested students who demonstrate the desire, ability, and proper attitude to be a member of the group. Students desiring membership must audition for membership and must have permission from the director. Students enrolled in co-curricular courses Band I – IV and Instrumental Ensembles I –IV must enroll in band for the entire school year. Students will be placed in band at the discretion of the director. It should be understood that everyone will have an equal and fair opportunity for band participation. However, from time to time, it may become necessary to exclude or dismiss those students who fail to meet the band's standards of membership, conduct, and academic eligibility.

Membership in the Bayside Color Guard and Auxiliary

Membership in the auxiliary program is designed to provide an opportunity to those persons that did not participate in the middle school band program. Membership is determined by means of an audition in respect to the number of persons needed. Uniforms for the color guard will be determined by the director in regards to style, type, and color. Members of the color guard are required to furnish accessories to their uniforms. Members must attend the special clinics in the summer in addition to the annual band camp. Members of the color guard and dance line are considered members of the band and are subject to all band policies. Mrs. Tiffany Hall is the marching auxiliary director and we will also have guests in to work with students in this area.

Eligibility Requirements and Policies

All students are expected to maintain a 2.0 GPA from the previous grading period in order to participate in competitive band events and must have a passing grade in their band classes. The following general policies apply regarding eligibility:

- Academically ineligible students may not perform in any band event where
 the band is in <u>actual competition</u>. However, a student is allowed, at the
 discretion of the band director, to participate in events where he is
 receiving a grade for his participation (e.g. football games, noncompetitive parades, concerts, co-curricular rehearsal, or similar events)
 because of their curricular nature.
- 2. Academically ineligible students will not be assigned an alternative assignment in lieu of participation in or at any band activity, event, or performance.
- Academically ineligible students are not allowed to attend or participate in any band activity, event, or performance that requires the student to miss any academic class time. This includes all off campus function that require time away from academic classes.
- 4. Academically ineligible students may be removed from the football halftime show, contest show, concert, or any other activity to provide adequate time for training of a replacement or adjustment of the routine as deemed necessary by the director.
- Academically ineligible students <u>may be restricted from participation in or at any activity, event, or performance</u> of the band at the discretion of the band director.

The Importance of Discipline

Because band members are constantly on display, each member must always be aware of the importance of good behavior. Any misconduct casts a direct reflection of the entire band and school and may well undo the good work of many dedicated students and parents.

Any student who casts discredit on the band by their conduct or actions either at school, on a trip, or in the community shall be subject to dismissal from the band in addition to other disciplinary action by the school.

Basic values are a requirement. Students are repeatedly disciplined by school authorities for violation of school policies are a liability to the program and will be subject to dismissal. Disrespect of chaperones, directors, and other members will not be tolerated.

Demerits

In order to maintain good discipline and quality work, the following system of demerits will be used. The main purpose of demerits is to <u>encourage</u> positive conduct.

1. Certain band officers and staff are allowed to give demerits to a student for infraction of band regulations, procedure, or tradition. The following is a partial list of the types of infractions that may result in demerits.

<u>ltem</u>	# of Demerits Issued		
Misconduct	1		
	1-3*		
Misuse or damage to facilities			
Misuse or damage to instrument/equip.	1-3*		
Misuse or damage to uniforms	1-3*		
Failure to pass inspection	1-3	Missing something 1	
Vandalism of student property	1-3*		
Misconduct on buses	1-3*		
Misconduct in stadium/trips	1-3*		
Rudeness/Discourtesy	1-3*		
Use of possession of alcohol, drugs, tobacco	1-3*		
Objectionable items	1-3*		
Gum chewing	1		
Public Displays of Affection	1-3*		
Defiance of Authority	1-3*		
Horseplay	1-3		
Instrument and equipment out of place	1		
Improper uniform dress	1		
Theft/weapons	1-3*		

^{* =} Immediate Suspension from band may occur at the discretion of the director

- 2. Students who regularly earn demerits may be placed on probationary status and a conference could be set up with the parents to determine the future of the student in the band.
- Students that feel that a demerit bas been given unfairly may appeal to the band directors. The band directors have the authority to repeal demerits or work out alternatives.
- 4. Demerits will not directly affect a student's grade.
- 5. Demerits may affect a student's position in a football show or position in a band at the discretion of the director.
- 6. Demerits given during the week must be worked off the end of practice on Thursday. They will be worked off by doing push ups, running laps, cleaning the band room or other various tasks.
- 7. Any demerits earned on Game Day will be worked off during 3rd quarter break. One clock minute per demerit.

Responsibility

It is essential that all members be at all rehearsals and performances. Advance notice is always given to band members concerning rehearsals and performances; therefore it is expected of all band members to be at all functions. Rehearsals are not called for the fun of it; it is a time to get things done! Please share the calendar with your parents and mark your calendars accordingly. Please make every attempt not to schedule doctor appointments or family outings during these events. Check the website, **baysidemusic.org** for up-to-date information and calendars.

All students enrolled in co-curricular classes are required to participate in all aspects of the band program which include marching band activities such as halftime and pre-game shows, parades, concerts, festivals, and any other related rehearsal/performance activities that may be required. All out of class time rehearsals and performances are considered extensions of the classroom and are therefore laboratory and/or practical applications of the band curriculum. Students are responsible and accountable for their attendance and quality of participation as related to all laboratory and/or practical applications.

Time

Don't say you don't have enough time. You have exactly the same numbers of hours per day that were given to Helen Keller, Michelangelo, Mother Teresa, Leonardo da Vinci. Thomas Jefferson and Albert Einstein.

Attendance Policy

<u>Laboratory Assignments (Rehearsals)</u> Like any other academic area, students are assigned work outside of class to practice a concept or idea that is taught in the classroom. This is the nature of our rehearsals. Rehearsals are necessary and are called for only for the improvement of the Band and not to meet performance demands. They are not called for the fun of it. The Band is not in the "excuse" business when it comes to absences. The following policies are in effect regarding rehearsals:

- 1. All rehearsals are mandatory unless excused by the director.
- Unexcused rehearsals may result in the loss of available points in the grading category for each rehearsal missed. Grade lower.
- 3. An unexcused absence may result in suspension from future performances.
- 4. Excessive absence from rehearsals will not be allowed for obvious reasons. Excessive absence is normally defined as two or more non-made up or unexcused absences, and may constitute a failing grade or possible dismissal.
- 5. Proper procedure must be followed by the student if an excused absence is to be requested. Absence Request Forms must be filled out and <u>approved</u>.
- 6. Sectional rehearsals are mandatory and considered the same as full Band rehearsals when given two weeks advance notice and approved by the director.

<u>Practical Applications (Performances)</u> Like a test in any other academic subject, students are evaluated on how much they have learned about certain concepts

and ideas. These application tests require the use of the student working and performing with other students, thus students cannot make up performances.

There are very few - if any - excuses for missing a performance. Every student is a vital member of the team effort and absences not only affect the person missing but also those around him, causing a drop in performance standards. We do not need students we cannot depend on. The following are in effect regarding performances:

- 1. All performances are Mandatory. If a student becomes academically ineligible, the student is still required to attend the event; however the student will not be allowed to perform. If the event causes the student to miss class time the student will attend the performance.
- 2. An unexcused performance absence may result in a failing grade for the grading period.
- 3. There is no make-up for a missed performance it is either excused or unexcused.

Excused Absence

- 1. Death in the immediate family.
- Extreme personal illness The student is generally expected to have a
 doctor's note stating the student's inability to perform. Note: Feeling a little
 sick is normal at the end of a long school day. Eat a snack on the way to the
 band room.
- 3. Students who are actively participating and representing BHS in an actual competitive activity may be excused from rehearsal at the director's discretion but not a performance. Students who must miss a rehearsal due to a field trip or other similar activity may be excused at the director's discretion. Students may not be excused to attend after school club meetings, or other similar events.

NOTICE: STUDENTS ARE **NOT** ALLOWED TO MISS FESTIVALS OR MAJOR CONCERTS EXCEPT FOR DIRE PERSONAL EMERGENCIES!

Unexcused Absence

Be responsible to know about all band performances, rehearsals, and activities. Excuses that will **NOT** be accepted are:

1. "Had to work."	Make arrangements with	your employer early.

2. "Couldn't get a ride." Be responsible. Arrange this early. Set up a car pool.

3. "Didn't know about it." Be responsible. Listen and read carefully all info.

4. "Forgot my instrument." Be responsible. No credit.

5. "Don't have reeds." Be responsible. No credit.

6. "Parents leaving town." Make arrangements early before the conflict arises.

7. "Parents made me stay Be responsible. Uphold your commitment to the Band. Home to work/study." Maintain your grades at all times!

8. "Teacher made me stay after class." Be responsible. Arrange to meet your teacher on a non-practice day.

9. "I have an appt." Be responsible. Schedule it at a different time.

10." Family or relatives Visit and explain your commitment to the total organization.

11. All items not listed READ YOUR HANDBOOK as excused.

Excused Absence Procedure

This procedure must be followed by both the parent and the student.

- 1. Director must be notified in advance, as soon as the conflict is discovered.
- 2. Fill out an excused absence form and attach your doctor's note/parent note, submit to the band president/secretary.
- Request must be approved by the director. *Remember to check if it is excusable first!
- 4. Follow up is the sole responsibility of the student.
- 5. The mere filing of an absentee request is not a license to miss the rehearsal. The request must be approved by the director. In the event that the absence

is excused remember that this request may not be approved again. If we are going to have a superior band everyone must be at all rehearsals. One individual makes all the difference in Band.

Band Involvement with Athletics

1. Students are encouraged to take part in both band and Interscholastic Sports Programs at Bayside High School. Communication is the key to being successful in both areas. It is the student's responsibility to make sure that the respective coach and the Band Directors are made aware of any scheduling conflicts as soon as they arise. This includes bringing a copy of the schedule from both activities to both teachers prior to the respective season.

Tardies – Rehearsals and Performances

Students are expected to be on time to all activities. "On Time" means ready to begin with all necessarily items, not rushing to your chair or running to the practice when roll is being taken.

"Fifteen minutes early is on time." – William Revelli, Director of the University of Michigan Band

BE ON TIME: IF YOU ARE EARLY= YOU ARE ON TIME!

IF YOU ARE ON TIME = YOU ARE LATE!
IF YOU ARE LATE = WE'LL SEND FLOWERS!

The following specific policies are in effect in regards to Band activities:

- 1. Students are allowed two tardies to activities (less than 15 mins. each) for personal emergencies per grading period to class and two for co-curricular rehearsals (after school).
- 2. Students will receive demerits for tardies and may be asked to run laps around the field or some physical activity.
- 3. For each student who arrives after 15 minutes is considered absent and unless excused by the director shall lose all credit for the activity.
- 4. Three unexcused tardies = One unexcused absence.
- 5. Students tardy to classes after the first two will be assigned a one hour detention for each additional tardy.
- 6. Excessive tardies to the band period will not be tolerated. Students will be given detentions for excessive excused and/or unexcused tardies.

7. Detentions may not be served during rehearsal times.

Remember

Rehearsal and Performance calendars are given out in advance. Every effort has been made by the director to eliminate conflicts with other major school activities. Performances and rehearsals are mandatory!

General Expectations

- 1. Only band students are allowed in the band room, practice rooms, instrument storage rooms, uniform room, library, or small ensemble room.
- 2. Leave all opened drinks, food, or candy outside of the band room.
- 3. Walk into the Band room quietly; remember you are a musician/young adult.
- 4. Students are to play and use only their instruments that are checked out to them.
- 5. Dispose of your gum before entering the band room.
- 6. Keep the music stands in good condition. Do not lean or draw on stands!
- 7. Throw all trash in garbage cans. Clean up after yourself!
- 8. Do not draw on the chalk/white boards.
- 9. This is your Band room! Keep it clean!
- 10. Ask for permission to use the phone and **DO NOT HAVE CELL PHONES**OUT DURING SCHOOL HOURS!
- 11. There is a time and a place for everything public displays of affection and/or profanity will not be tolerated. Handholding is fine, beyond that is disrespectful!
- 12. Never enter the Directors' office for any reason unless they are present and invite you to enter after you have knocked on the door. If the Directors are speaking on the phone, do not disturb them. This is common courtesy.
- 13. If you have a question regarding grades, absences, or want to discuss a point do so after class.
- 14. Always seek answers to questions by listening when someone is addressing the Band. If there is a question about the music, raise your hand and ask. Always use good taste and common sense.

- 15. If you break something for whatever reason please report it to the Band Directors immediately! Treat band equipment with care!
- 16. Maintain a positive attitude at all times. You can make a difference!
- *17*. The Directors keep very busy maintaining each student's education and overseeing the Instrumental Music Program. While we are always willing to take the time to meet for parent/teacher conferences, it is important that these meetings are scheduled via phone or email so we are best able to dedicate our undivided attention to your needs.

Music Rehearsal Procedures

- 1. All students must be in the band rehearsal room seated with your instrument ready to play when the tardy bell rings. Roll will be taken after the tardy bell rings. At this time all students must be seated with everything they need for rehearsal. Any student not in his/her seat at this time will be marked tardy.
- There are no books or book bags allowed at the student's seat during rehearsal. The only items that should be at the student's seat are: music, instrument, case, mutes, and a pencil. <u>Leave books and book bags in the</u> <u>instrument storage room.</u>
- 3. There may be some light playing on instruments before class (long times, lip slurs, scales, etudes). Students should use this time to organize materials for the rehearsal. The director will begin the class warm-up with the group.
- 4. Check the board for the order of music and announcements!
- 5. All talking will cease when the director steps up on the podium. There will be no talking even if it deals with the music. Ask permission if you need to say something.
- 6. Don't leave your chair without asking permission to do so. This includes water, restroom, rinsing out mouthpieces, etc. Raise your hand and ask for permission. This includes repair items, etc. as well. **Have your pencil ready!**
- 7. Proper posture is necessary for rehearsals. Sit up straight with your feet flat on the floor. Posture is the basic fundamental for good playing and tone.
- 8. To receive credit for daily class work all students must have their instrument in their hands daily. If an instrument is in the repair shop a note stating this fact is required by the director. If the student does not have a note he cannot receive full credit for rehearsal. Students with instruments in the shop must

have a loaned instrument to use from the shop or school until his/her instrument returns. Students should inform the director 24 hours before taking the instrument into the shop so that arrangements can be made.

- 9. Students need to properly put music stands and stands on the racks after rehearsals.
- 10. Instruments stored in the instrument room need to be neatly placed.
- 11. All percussionists need to set up equipment early and break down equipment down after rehearsals.
- 12. Students need to tune instruments before rehearsals.

Marching Bears Procedures and Rules

- 1. Allow yourself ample time to change/snack after school and then arrive at the field early and begin to practice 8 to 5.
- Five minutes before rehearsal beings the drum major will blow a whistle signaling to go to your attendance block positions. Follow all directions of your drum major and section leaders until the director begins rehearsal. Do some individual stretching.
- 3. In the attendance block you will need the following items to receive full credit: instrument, reeds, lyre, flip folder, music, proper shoes for marching rehearsal, dot books, and charts.
- 4. All talking will cease when the director begins the rehearsal. <u>Less talking</u>, <u>more stretching!</u>
- 5. Ask section leader's permission to leave your position.
- 6. Bring drinks, hats, sunglasses, bug spray, and sunblock to marching rehearsals.
- 7. Students will stay on the field during marching rehearsals.
- 8. Announcements may be made at the end of rehearsals.
- All students are to participate in the callisthenic and musical warm-ups.
- 10. Percussionists are to put up all cases and equipment at the conclusion of every rehearsal.

Ensemble Room

- 1. Do not use piano without Directors' permission
- 2. Do not store music, food, drinks, books, clothes, or misc. items in the ensemble room or practice rooms. Turn off lights!
- 3. Ensembles wishing to use the ensemble room for practice must ask for permission from the Band Directors.
- 4. Do not enter the room unless the door is open and unlocked.
- 5. Any chairs and stands taken from the band room need to be returned.
- 6. Only the percussion instructor or master class teachers are allowed to post items on the bulletin board and use the black board. All others must ask permission before posting.

Uniform Storage Room

This room is only to be used by the uniform parents. Students are not allowed in, except for uniform pick up or designated sectional practices unless given permission.

Instrument Storage Room and Instrument Locker Rules

- 1. All students are responsible for keeping the instrument storage room clean and neat.
- 2. Directors will have the combination and key to each lock on the band lockers
- 3. Do not store food or candy in your band locker. It is not your home closet.
- 4. Do not use any equipment and supplies that are stored in the cabinets and drawers in the instrument storage room.
- 5. Do not take down any stored instruments that do not belong to you.
- 6. Lockers are to be locked when students leave the band room area to prevent items from being stolen.
- 7. Students are allowed to post notices on the instrument storage room bulletin, but they must be removable and should be in good taste for public display.
- 8. When getting ready for practices, instrument cases are to be put back in lockers to allow clear passage through the storage room.

- 9. Do not enter the room unless the door is opened and unlocked.
- 10. All chairs or stands need to be returned to the band room when the room is used for designated sectional practice.

Practice Rooms

- 1. A maximum of two PRACTICING students allowed in practice rooms at a time
- 2. All general band room rules apply to practice rooms.
- 3. Any chairs or stands taken from the band room need to be returned to the band room.
- 4. Close all doors and turn off lights when you are done using the room.
- 5. Do not write on the walls or doors! No food or drinks!

Band Library

- 1. Only librarians are allowed to seek out music. Anyone needing assistance must ask and receive permission from the Band Directors.
- 2. Only librarians and the Band Secretary are allowed in the library. Other students must have the librarian or Band Directors' permission.
- Additional copies of music should be sought at an appropriate time. If losing music becomes a habit you may be asked to pay for copies. Be responsible.

Rules and Regulations on Trips

- 1. Radios of any kind that do not have headphones may not be taken on buses.
- 2. All talking and noise must cease during roll call.
- 3. All taking and noise must cease at railroad crossings.
- 4. Keep the bus clean, use the garbage can for trash.
- 5. All students must ride to and from events with the Band unless excused, at the Directors' discretion, in advance.
- 6. Students may ride home with parents or legal guardians at the conclusion of an activity if a note is presented to the Band Directors prior to the day of the trip. The parent should personally appear to the director prior to the student's release.

- 7. No student may be released to, nor may ride home with a boyfriend, girlfriend, other student, neighbor, etc. Only legally responsible adult members of a student's family may pick up a student. Exceptions may be granted at the director's discretion and on a case by case basis.
- 8. Please make your parents aware of your return time to the school. Students will be supervised up to 45 minutes after the return time of the bus. After that students will be on his/her own! Cell phones are permitted only at this time!
- 9. Stay on the bus until you are dismissed by the director or chaperone.
- 10. Do not throw anything from the windows, yell out the windows, or put your hands or head out the windows. Upon arrival, close all windows.
- 11. Violation of the above rules will be cause for sending you back to the school at your own expense! BE RESPECTFUL AND LISTEN TO INSTRUCTIONS!

Special Trips

In order to be eligible to attend special trips the following criteria must be met.

- 1. The student must be an active member of the band for the entire school year.
- 2. The student must have done his/her fair share of fundraising for the year.
- 3. The student must have a good record of attendance, behavior, and dependability.
- 4. The student must be academically eligible.
- 5. THE STUDENT HAS TO HAVE GOOD RAPPORT WITH CHAPERONES ON PREVIOUS TRIPS.
- 6. As a general rule, students that are injured or may place a liability or disruption may not attend or travel with the band. This will be handled on a case by case basis.
- 7. Students that are removed or drop from band prior to a trip will not be eligible to attend the trip under any circumstances.
- 8. Students that have been removed or drop band, discipline problems with school, have family emergencies, etc. prior to a trip will not be reimbursed in any way for monies earned or deposited for the trip.

Rules and Regulations at Football Games

The band will meet in the band room an hour before all home games. Check the board for instructions and call times!

- 1. Be completely and properly uniformed at all times!
- 2. Only uniformed Band personnel and chaperones are to sit in the band section.
- 3. Stay in your seat keeping lines and columns straight.
- 4. Students are responsible for keeping their instrument in good condition during the game. Hold on to your instrument during the game, not in the seat!
- 5. Students must have all music, lyre, and flip folder with them in the stands.
- 6. When leaving the stands go quickly and quietly in a uniformed manner, line up in warm up arc.
- 7. After half-time we may meet under the stands or in the end zone if instructed to do so.
- 8. 3rd quarter break is a privilege not a right. It may be long or short. It is your responsibility to make sure you are back in your assigned seat when the scoreboard reads 00:00 4th quarter. If you are late, you will give up your break at the next performance.
- Be very careful when eating or drinking on break. Do not spill anything on your uniform. In the event you do, please notify a Band chaperone immediately. Do not eat in the Band section.
- 10. While on break, the Band is to remain on the home side. Do not go to the opposite side of the field. If you do, your 3rd quarter privileges will be revoked from the next game. Stay close to your Band area so you can be back on time.
- 11. If there is a visiting band, you may NOT act unprofessionally or irresponsibly. Remember you are representing the Band and BHS. People are always watching. Be careful what you say and how you act!
- 12. A chaperone must accompany you to the restrooms during stands time.
- 13. No food or drink is allowed in the stands. Drink plenty of liquids before hand!
- 14. The Band parents will supply cold water for the Band to drink when the band enters the stands and water/sodas after performing at half time.

- 15. Do not play your instrument in the stands unless the Band is playing together. Play the written parts. Don't make up your own!
- 16. When cheering in the stands, be careful of people and instruments near you.
- 17. At the conclusion of the game, we will leave as a unit to the band room.
- 18. Everyone must help return and put up equipment and uniforms before the entire band may leave the band room. Many hands move it quicker!
- 19. All jackets and uniforms (and uniform shirt) are to remain buttoned in the stands. The Director may allow jackets to be opened under certain conditions.

Uniform Procedures

The uniform of the Bayside High School band colorfully represents the school. Band members should be proud to wear them. The Marching Band uniform will be fitted during preseason training in August and issued right before school starts. Band uniforms are to be worn with PRIDE. A uniform cleaning fee needs to be paid before the uniform will be issued to students at performances. Deposits or payments made to the BHS Band or Boosters will not be refunded if a student drops out of band for any reason.

- 1. Never appear outside of the band room or dressing area unless you are in complete uniform: uniform shirt, jacket zipped up, pants on, and shoes on.
- 2. Each student uses a school-owned uniform is responsible for loss, damage, storage, and upkeep of his/her uniform. Each student must pay the dry cleaning fee before being issued a uniform.
- 3. Lost or damaged items due to student neglect shall be replaced at the student/parent's expense.
- 4. At the conclusion of performances all uniforms are to be neatly hung on the correctly numbered uniform hanger and then placed on the uniform racks in the band room.
- 5. Any student that fails to properly care for or properly put way any uniform item may be given up to three demerits.
- 6. When traveling, uniforms must be stored in a garment bag!
- 7. All plumes are to be returned to band chaperones after the performance.
- 8. Report any and all damage to the uniform parents immediately!

- 9. All pants must be hemmed neatly and correctly according to the guidelines issued by the uniform chairperson and the Band Directors.
- 10. Gloves must be solid white and have no tears or stains.
- 11. Uniform shirt must be worn under jacket at all times.
- 12. Wear your band polo on game day unless there is a competition, then you save the shirt for the competition the following day.
- 13. At Thursday afternoon practices students must wear white practice t-shirt and dark shorts.

Uniform Materials Checklist

- 1. Solid black string up uniform shoes. Available through *Dress Right Performance Wear.*
- 2. One Official Band Student shirt for pep rallies, fair weather games, and travel to different events.
- 3. A pair of solid white marching gloves (woodwinds cut gloves properly).
- 4. One pair of plain solid black socks.
- One pair of plain black shorts.
- 6. One practice shirt. t-shirt, One show shirt, one BHS band polo shirt.

MEMBERS OF THE BAYSIDE HIGH SCHOOL BAND NEVER APPEAR IN PUBLIC WEARING ONLY PART OF THE DRESS UNIFORM!!

Music Slots

Music slots are there for your convenience and to help keep you organized! Use them so that you do not lose your music. Be responsible.

Inspections

It is required of all band members to keep their uniforms and equipment in tip-top shape at all times. All members of the Band will stand in inspection before each

performance. The executive offices of the leadership Staff will be inspected by the Directors and in turn will inspect their sections. The following is a list of what is expected at inspections. Each infraction will result in one minute being subtracted from your 3rd quarter break or demerits.

Personal Appearance

- 1. No hair should touch the collar. Those members with long hair must put it up inside the band hat.
- 2. Girls are not to have on excessive make-up (natural colors only), excluding auxiliary members.
- 3. Girls may wear clear nail polish or light flesh tones.
- 4. There should be no visible jewelry: rings, necklaces, watchers or earrings.

Physical Bearing

- 1. Stand at correct parade rest position.
- 2. Chin up, shoulders back, elbows out.
- 3. Eyes do not move to the left or right but remain forward at attention.
- 4. No movement or talking at parade rest.
- 5. Instruments are to be held properly in designated manner.

Uniform

- 1. Should be worn in proper manner.
- 2. Pant length should touch the top of the shoe without folding as defined by the uniform chairperson of the BHS Band Boosters and/or Band Directors.
- 3. Shoes must be cleaned before each performance with your name printed inside each shoe.
- 4. Black socks must be clean, and have no extra designs on them. Solid Black!
- 5. Gloves should be white and clean. Fingers should be sewn under for WWs.
- 6. Cape should be on correctly.
- 7. Show t-shirt must be worn under uniform.

Instruments

- 1. Cleaned on the inside and outside. Brass instruments and percussion must be polished.
- 2. Mouthpieces must be cleaned.
- 3. Reed players need one extra reed at performances in a reed protector.
- 4. Brass slides must move easily.
- 5. Saxophone players must have solid black neck straps.
- 6. Clarinets need to clean tone holes properly.
- 7. Brass valves must be well oiled.
- 8. Brass spit valve corks must be in good condition.
- 9. All Percussion instruments must be shined and cleaned. Sticks must be taped and uniform.
- 10. All flag equipment should be clean and properly taped. Flags should have all accessory items with them.

Music

- 1. All members must have their flip folders with all stands music and show music and a lyre, even if the student's music is memorized!
- 2. Flip folders should be clearly labeled with the student's name.

Instrumentation Adjustments

- 1. Some students may be moved to different instruments to balance the instrumentation of the Band. This is a great service to your fellow Band members and allows you to learn or master a second instrument.
- 2. These changes will be made within the same instrument family: trumpet to euphonium or French horn, clarinet to bass clarinet, alto sax to tenor or bari or bass clarinet.
- 3. Changes will not necessarily be permanent.
- 4. Instruments and mouthpieces will be supposed by the school at no cost.

Marching Band Rehearsals

Rehearsals will be held on **Tuesdays** and **Thursday** from **4:00-6:30pm**. Extra rehearsals such as sectionals may be called as needed with two week prior notice. **All Rehearsals are Mandatory!**

Symphonic Band/Wind Ensemble Sectionals

The Wind Ensemble and Symphonic Band may require two after school rehearsals per week. Extra rehearsals may be called as needed with sufficient prior notice. Time: TBA.

Band Auditions

- 1. Auditions will be held at the end of the spring semester for the following year.
- Audition material will be posted several weeks in advance and include ALL major scales. Memorized scales required for Wind Ensemble.
- 3. Results will be posted after a one week grace period.
- 4. Students will be auditioning for part and seat placement. Students will be placed on parts not based on chairs, but on need as determined by the Band Directors. Students and parents are reminded that chairs are not fixed positions and that students may be asked to change throughout the year.

5. Band placement is at the Directors' discretion.

Student Privileges

Earned and Maintained through positive participation as determined by the

Director.

Band membership

Chair or Seat

Participation in class

Section leader position

Position in Halftime show

Third quarter break

School instrument and equipment use

Dismissal from classes for performances and trips

Away trips taken by the Band

Awards

Practicing and performing with bands

Free entrance to sports activities

Leadership position

Water breaks

Private lessons

Seniority privileges

Student Consequences

May be used when a particular rule is broken.

Warning

½ credit for event

Held after practice

Field cleaning

School detention

Parent call home

Run one lap around field

Point deduction

Loss of privilege

Written assignment

Referral to Principal

Removal from the Band Program

Work Duty

Additional consequences may be designed by a disciplinary group

School Owned Instruments and Equipment

Each student who uses a school owned instrument is COMPLETELY responsible for the care of that instrument or piece of equipment. Lost or damaged items shall be

replaced at the student's expense. Students must return any item checked out at the Director's request. Students must sign a check-out agreement/contract in order to use school instruments.

Alternates Policy

The Alternates system is designed to allow the Marching Band to reward those students that maintain the requirements of membership. In order to have a "spot" in the show a person must attend the summer session, complete a marching fundamental check off, follow the attendance policy and continue to cooperate with his/her fellow Band members at all times. Other requirements are given as needed by the director.

A person may be placed on Alternates status when any of the following take place at the discretion of the Band Director/Auxiliary Director

- 1. S/He is not in attendance at practices.
- 2. Is excessively late.
- 3. Demonstrates conduct that does not represent the Band in a good light.
- 4. Continues to show up to rehearsals unprepared.
- 5. Receives three or more zeros in rehearsal grading.
- 6. Receives three or more demerits.
- 7. Does not know music or marching moves.
- 8. Is absent from rehearsals excessively.
- 9. The director feels s/he is not ready for his/her own spot based on final evaluation at camp.
- 1. Unexcused absence = removal from the half time show.
- 2. Unexcused tardies = one unexcused absence.

Excessive excused absences will constitute the loss of position and other consequences listed in this handbook.

These guidelines are designed to maintain the quality of the Marching Band. The high standards of performance we attain are maintained only with the maximum number of members in attendance at rehearsals.

When you are removed from a show you become an alternate. When an opening comes available an alternate may receive their own "spot" in the show.

Alternates are required to attend every performance and practice. During marching practice, alternates will closely follow a spot during the rehearsal.

Alternates are required to attend every rehearsal and performance. They will be allowed to perform with the band in the stands at the games and in parades. Alternates may earn a spot in the show quickly if they show good attitude, ability, and willingness to learn quickly.

Having your own spot in the show is an earned privilege, not a right!

Band Camps

All students who expect to be in the Band are to attend the annual marching band camp held every year in July and August. The cost of this camp will be the responsibility of the student. The cost will vary with location and the number of students involved. Deposits or payments made to the BHS Band or Boosters will not be refunded if a student drops out of band for any reason. You must attend the entire camp!

Summer Band

Band is a year round activity. All prospective members are expected to participate in section rehearsals and full Band rehearsal during the summer if scheduled.

Fair Share, Fees and Fundraising

The Bayside Instrumental Music Department is fortunate to have a supportive School District, Superintendent, and Administration. However, the benefits and enjoyment of instrumental music and our activities are not without cost. We offer several fundraising opportunities throughout the year in order to help our students defray or even completely cover their band fees via our student account system. Each student must contribute their "Fair Share" in fundraising. This means at the very least *participate* in all of our fundraisers throughout the year. Proceeds from these fundraisers go into the general operating fund of the band program and will allow us to meet the many financial obligations that are apart of sustaining a thriving music program. We are happy to provide students these fundraising opportunities, but we need everyone's help because our students deserve the best musical experience we can give them!

Challenges

A challenge system is available for those students who would like to progress to a higher chair in their section. A student may challenge only the person directly ahead of them by filling out a challenge form and returning it to the Band Director signed by both parties. In turn the director will select the music and post the challenge form. The challenge will usually occur within seven days. If you are challenging to a higher part, you must prepare the higher part. If the challenge does not appear or accept the challenge, then the challenger automatically wins the chair. If the challenger loses, h/she must wait two days before re-challenging. Challenges involving part changes may not take place close to a performance.

The director may at any time call a challenge on the spot. This challenge will happen immediately and reseating of students will happen immediately.

Grading

Throughout the first semester, your grade will be based on these categories:

- 1. Curricular progress and preparation 50%
 - A. Daily Class Participation
 - B. Skill Tests/Music Checks
- 2. Laboratory Assignments (rehearsals) 50%
 - A. Labs (rehearsals)
 - B. Practical Applications (performances)

Please Note the following:

- 1. An unexcused practical application absence may result in a failing grade for the grading period. Regardless of a student's accumulated points.
- 2. Two unexcused laboratory absences may constitute a failing grade for the grading period. Regardless of a student's accumulated points.
- 3. Non-made up rehearsals may result in the loss of available points in the grading category for each rehearsal missed. Grade lower.
- 4. Students that are removed from the band program for any reason will result in a failing grade for the term.

There is no reason why anyone should not receive an "A".

"Nothing without effort, Nothing but the best!"

Awards and Honors

Each year in the spring the annual Bayside High School Band Awards Banquet is held. This activity is the climax of the school year and is attended by band members, parents, guests, and school administrators. The presentation of the new Leadership Staff and Band Awards takes place after a formal dinner. Awards are given at the discretion of the director. Sole control of the Awards Program rests with the band directors.

To be eligible to receive an award the following criteria must be met:

 A student must be active in both the marching and concert phases of the band for the entire year and must be a current member in good standing at the time of the presentation.

- 2. A student must have at least a "C" average in band. Students who do not meet this requirement may receive only Year Recognition Awards and medals for MPA participation.
- Any student that is removed from Band or drops for any reason will not be eligible for any Band award and will not be allowed to attend the awards ceremony.
- 4. Any student that has not cleared up their band record by retuning checked out items or has not paid fees owed for lost or damaged items will have their awards held up until records are cleared.

Awards Presented

<u>Special Awards</u> – Presented by the director for outstanding abilities. These are the highest recognition awards presented by the BHS Band Department.

<u>John Philip Sousa Award</u> – Awarded to most outstanding senior musician that has contributed to the betterment of the Bayside bands. This is the highest High School Band award that can be given in the United States.

<u>Patrick Gilmore Award</u> – Awarded to the most outstanding male and female musician that has demonstrated outstanding playing skills and has made positive musical contributions to the bands of BHS.

Louis Armstrong Jazz Award – Presented to the most outstanding upperclassman jazz musician.

Director's Award – Given to an outstanding band student.

<u>Outstanding Flag Line Member</u> – Presented to the member that is the most outstanding.

<u>Marching Maniac Award</u> – Presented to an outstanding band member who represents the epitome of band spirit during the marching season.

<u>Section of the Year</u> – The instrument section that has made an extensive effort to master the music performed and has represented the band in a good light in all that they do as a unit.

<u>Most Improved Section of the Year</u> – The instrument section that has made a determined effort at improving the overall morale and playing abilities of every member in the section.

<u>Year Recognition Awards</u> Presented to students according to years of service and involvement in the bands of Bayside High School. In addition chevrons will be presented to members every year at the banquet.

<u>Fourth Year Recognition Plaque</u> – Presented to those members who have successfully participated in the Bayside High School Band Program for four years and have participated in the Florida Bandmasters Association Events (marching and concert festivals). Minimum of eight semesters in band.

<u>Third Year Numbers Award</u> - Presented to those members who have successfully participated in the Bayside High School Band Program for three years and have participated in the Florida Bandmasters Association Events (marching and concert festivals). Minimum of six semesters in band.

<u>Second Year Patch Award</u> - Presented to those members who have successfully participated in the Bayside High School Band Program for two years and have participated in the Florida Bandmasters Association Events (marching and concert festivals). Minimum of four semesters in band.

<u>First Year Letter Award</u> - Presented to those members who have successfully participated in the Bayside High School Band Program for one year and have participated in the Florida Bandmasters Association Events (marching and concert festivals). Minimum of two semesters in band.

Additional awards will be given at the director's discretion.

GO BEARS!!



Share this handbook with your parents or guardians!!

It is very important that your parents know and understand the rules and policies of the Bayside High School Band as well as you do. None of this information should come as a surprise to you or parents as it is it all here in this handbook at your immediate disposal. Our Website is the best source for updated and important information – www.baysidemusic.org

If there any further questions, please contact the band office at (321) 956-5012

Please read this with your parents, sign and detach, and return the bottom portion of this page to the band office by the second week of school. Thank you, and we am looking forward to a great year!

Directors of Bands, Bayside Hig	h School
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BAYSIDE HIGH SCHOOL BAND STUDENT CONTRACT

I, have	read and understand the rules and policies of the Bayside High
School Band. I agree to all of the	e policies stated in this handbook and understand the penalty of
misconduct on my part. I unders	tand that my participation in the Bayside High School Band
Program is contingent upon my	good record and is at the discretion of the Director.
Ctudentia Cianetura	Devent/Cuerdien Signeture
Student's Signature	Parent/Guardian Signature

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Parent/Guardian Printed Name

BAYSIDE HIGH SCHOOL BAND Marching Fundamentals

STATIONARY FUNDAMENTALS

Posture

Posture is consistent throughout **all** fundamentals. The body is straight at all times. Stomach is held back and shoulders are forward resulting in an arch-less back.

Parade Rest

Purpose: Starting position for maneuvers

Command: Band --- Parade-Hest 1 2 3 4

Response: Sir

1. Left foot 22 1/2 " to the left of the right foot (shoulder width).

- 2. Arch of the right foot on yard line, or right foot on the yard line when facing across field.
- 3. Left arm with instrument at a 90 degree angle to the body with upper arm against body.
- 4. Right arm at side, middle finger along pant seam, thumb tucked in.
- 5. Head, Chin and Eyes about the horizon.

WTWF: -Check all angles, feet position, carriage, and look of PRIDE.

-After a maneuver, freeze until told to relax

Attention

Purpose: Prepare band to execute commands.

Command: Band --- Ten – Hut

1 2 3 4

Response: Hut

1

ON HUT

- 1. Left heel snaps against right heel with feet and toes together.
- 2. Right hand snaps to the instrument carriage position.
- 3. Instruments held centered and straight in front of body.
- 4. Mouthpiece should be eye level.

WTWF: Right Hand moves directly to the instrument. Watch for snap and

precision.

Check the positions of Attention:

Feet TOGETHER

Stomach IN
Chest OUT
Shoulders BACK
Elbows LOCKED

Chin UP

Eyes WITH PRIDE!

Left / Right Face

Purpose: Turn band 90 degrees to the left or right.

 $\textbf{Command:} \qquad \text{Band --- (Left/Right) - Hace}$

1 2 3 4

Response: Hut - Two - Three

1 2 3

Left Face:

1. On Hut – Right foot spears forward, weight on left foot

2. On Two – Body snaps 90 degrees, weight on the balls of both feet.

3. On Three – Right foot snaps to the left foot. At Attention.

Right Face:

1. On Hut – Left foot spears forward, weight on right foot.

2. On Two – Body snaps 90 degrees, weight on the balls of both feet.

3. On Three – Left foot snaps to the right foot.

WTWF: Three pictures with no movement between. Do not rush tempo.

Feet together.

About Face

Purpose: To turn the band 180 degrees.

Command: Band --- Bout – Hace

2 3

Response: Hut - Two - Three

- 1. On Hut Right foot snaps directly in front of the left. Weight on left foot.
- 2. On Two Body snaps 180 degrees to the left, weight on balls of both feet.
- 3. On Three Right foot snaps to the left foot. At Attention.

WTWF: Right foot must slightly cross over the left on Hut. Keep it snappy.

Watch for instrument carriage.

Horns Up

Purpose: To have instruments in playing position.

Command: Band --- Horns – Up

1 2 3 4

Response: TSSS!

1

1. Pop instrument into playing position slightly aiming about the horizon.

WTWF: Movement once in position.

Horns Down

Purpose: Instruments return to Attention position.

Command: Band --- Horns – Down

1 2 3 4

Response: Down

1

Dress Left/Center/Right

Purpose: To straighten lines in file.

1. Turn head 45 degrees to the designated direction. Then adjust position to the designated person's body.

To return to Attention:

1. Head snaps forward.

Mark Time

- 1. On Push Push down with the left toe. No visible movement.
- 2. On Up- Left heel rises2 inches while toe is still on the ground. Left knee thrusts forward.
- 3. On Hut- Left heel returns to the ground while the right heel raises 2 inches.
- 4. On 2,3,4,5,6,7,8- keep alternating.

WTWF: Should be a smooth movement

BAYSIDE HIGH SCHOOL BAND Marching Fundamentals

MOVING FUNDAMENTALS

Roll Step

Purpose: Normal marching step used to move band.

Command: Band ---- Forward – March

1 234 12 3

Response: Push – Zip – Hut –2-3-4-5-6-7-8-Halt 4 & 1 2 3 4 5 6 7 8 1

Explain 8 to 5 marching and allow students to walk from yard line to yard line to feel the step size. Find the halfway point visually.

- 1. On Push Left toe pushes into the ground, no visible movement.
- 2. On Zip Left heel zips our 22 ½ inches in front of body, slightly off the ground, toe is in the air.
- 3. On Hut Left heel touches the ground and proceeds to roll through the arch of the foot. On the AND of HUT the right foot should be passing directly beside the left, slightly off the ground.
- 4. On Two The right heel should be touching the ground in front of the body with the toes in the air. On the AND of TWO the left foot should be passing directly beside the right, slightly off the ground.
- 5. Continue alternating on beats 3,4,5,6,7.
- 6. On Eight Arch of the right foot should be on the new yard line, left toe should be on the ground behind the body, slightly freezing. (called dragging the Halt)
- 7. On Halt Left foot snaps next to the right foot on the new yard line.

WTWF: Toes in the air (Hi Mom!), Think (Heel, Ball, Toe), Duck Walk, Hold the line as your march. Feet should pass on the Ands.

Mark Time into Forward March

Command: Band ---- Mark – Time – Mark 1 234 1 2 3

Response: Push - Up - Hut - 2-3-4-5-6-Lock - Lock - Zip Hut - 2-3-4-5-6-7-8- Halt

- 1. On Lock lock your left knee in place.
- 2. On Lock lock your right knee in place
- 3. On Zip Left heel zips out 22 ½ inches and continues with roll step.

WTWF: Continuing mark time motion on Lock – Lock. Knees should remain straight in preparation for the Zip.

Left / Right Forward Slide

Purpose: To keep forward while band changes direction.

Command: (Left/Right) – Slide – (Left/Right) – Slide 1 2 3 4

Response: (Left/Right) – Slide – Hut – Freeze – Spin – 2-3-4-5-6-7-8- Halt 1 2 3 4 5 6 7 8 1

Left / Right Slide from Forward or Backward March

- 1. On Freeze The ball of the right foot is placed on the yard line stopping motion. Weight of the body is on the ball of right foot. Left toe is still touching the ground.
- 2. On Spin Snap lower body in new direction while keeping upper body facing forward.

WTWF: Upper body should be parallel to sideline.

Rear March

Purpose: Turn band around while marching.

(Forward March in Progress)

- 1. On Freeze Ball of right foot is on the yard line crossing slightly over the left foot, stopping forward motion. Weight of body is on balls of both feet.
- 2. On Spin Snap body around 180 degrees in new direction. All of the right foot should not leave the ground, left foot should come off the ground slightly to place heel in new direction.

WTWF: Arch of right foot on yard line.

Backward March

Purpose: To maintain body facing forward while marching in the opposite

direction.

Command: Band ---- Backward – March

Response: Lift – and - Step

4 & 1

Have students practice walking backwards on their toes trying to keep 8 to 5.

- 1. On Lift The heels of both feet raise upward as body lifts on the toes.
- 2. On Step Left toe is placed straight back 22 ½ inches behind the body. Stay up on toes.
- 3. On Two Right toe is placed back 22 ½ inches behind left. Stay up on toes.
- 4. Continue alternating 3-4-5-6-7.
- 5. On Eight Place right foot on the yard line.
- 6. On Halt Left foot slides into attention position.

Forward March into Backward March

(Forward March in Progress)

Command: Backward March Command

- 1. On Rock Right foot is on the yard line. Left foot lifts slightly off the ground. Right toe is pointed toward the ground.
- 2. On Back Left foot returns to ground.
- 3. Continue marching.

Backward March into Forward March

(Backward March in Progress)

Command: Forward March Command

- 1. On Push Right foot is on the line with left toe still on ground in front of body. Weight is on right foot.
- 2. On Zip Weight remains on right foot while the left toe goes up preparing the heel for roll step.
- 3. On Hut Left heel reaches the ground and roll step begins.

Backwards Left/Right Slide

-Before the fundamental is commanded it should be specified whether the slide will be forward or backward.

Purpose: To march in other directions while keeping the sound forward.

Command:
$$(Left/Right) - Slide - (Left/Right) - Slide$$

1 2 3 4

Response: (Left/Right)
$$-$$
 Slide $-$ Hut $-$ Freeze $-$ Spin $-$ 2-3-4-5-6-7-8 $-$ Halt 5 6 7 8 1 2 3 4 5 6 7 8 1

- 1. On Freeze Ball of right foot is placed on the yard line stopping forward motion. Weight of body is on ball of right foot. Left toe is still touching the ground.
- 2. On Spin Snap lower body in new direction. Stay up on the toes with upper body parallel to the sideline. Square shoulders. "Spiral Staircase"

Box Drill Exercises

Left Forward Box Drill ---

Forward March 8 – Forward Left Slide 8 – Backward March 8 – Forward Right Slide 8 – Halt

Right Forward Box Drill ---

Forward March 8 – Forward Right Slide 8 – Backward March 8 – Forward Left Slide 8 – Halt

Left Backward Box Drill ---

Forward March 8 - Backward Left Slide 8 - Backward March 8 - Backward Right Slide 8 – Halt

Right Backward Box Drill ---

Forward March 8 – Backward Right Slide 8 – Backward March 8 – Backward Left Slide 8 – Halt

-Have Students trace the direction of their path before executing to be sure that they know where they are going.

Drag Turns

Teach as part of Mark Time

Purpose: A turn in place that uses the standard mark time step to

rotate the body to the right or left 90 degrees or about 180

degrees.

Command: Drag – (Left/Right) – Drag – (Left/Right) 1

2 3

Drag – (Left/Right) – Ready – Go – Turn – 2- 3 – Lock **Response:**

> 3 4 1 2 5 6 7 8

Command: Drag – Bout – Drag – Bout

1 2 3 4

Response: Drag - Bout - Ready - Go - Turn - 2-3 - Half

5 - 6 - 7 - Lock