



**CCHS  
RED RAIDER  
BAND  
HANDBOOK**

**2009/10  
Season**

# **CAMERON COUNTY HIGH SCHOOL BAND HANDBOOK**

**REVISED Spring 2009**

# **T A B L E O F C O N T E N T S**

**INTRODUCTION** – p4

**COMMITMENT STATEMENT** – p5

**THE BAND PROGRAM (an overview)** pp6-8

- Junior Band
- Senior Band
- Instrumental Lessons
- Bandfront
- CCHS Music Boosters

**REHEARSAL ETIQUETTE** – pp9-11

**ATTENDANCE POLICY** – pp12-14

- Summer Specifics
- Year Round Attendance Specifics

**ASSESSMENT & GRADING** – pp15-18

- Attendance
- Participation
- Playing Proficiency
- Marking Band Grading – 1<sup>st</sup> Nine Weeks ONLY
- Practice Journals

**MARCHING BAND SPECIFICS** – pp19-26

- Summer Rehearsals/Sectionals
- Band Camp
- Uniforms
- Stands Guidelines
- Drum Major/Section Leader/Bandfront Captian/Sergeant Duties/Selection
- Band Officers
- Band Jackets
- Letters
- Trips
- Fund Raising
- CCHS Band Fundraising Procedures

**CONCERT BAND SPECIFICS** – pp27-28

- Concert Dress
- Part Assignments
- Music/Folders & Instruments

**MUSIC NOTES...** pp29-30

**MAINTENANCE TIPS** – pp31-33

**BAND CODE OF CONDUCT** – pp33-35

- Illegal Substances
- Vandalism/Stealing
- Detrimental Behavior
- Infractions Policy

**SIGNATURE PAGE & MEDICAL FORM**

# **Cameron County High School Band Handbook**

**Cameron County High School  
601 Woodland Avenue  
Emporium, PA 15834**

## **INTRODUCTION**

WELCOME to the Cameron County Band Program! The Band represents the pride of our school and community. We have a long tradition of excellence, which we look forward to continuing with your help. Concerts, Football Games, Flaming Foliage Parades, and the infamous Disney Trips are just a few of the many activities you can look forward to as a Band Member. Being a Band Member places extra responsibilities on you that other classes do not. As a Band, we not only represent ourselves, but also our school, instructors, friends, and community. All of our past successes won't mean a thing if we can't maintain the pride and discipline that have made us what we are. This handbook is designed to explain and clarify our procedures. Learn it, Live it, Love it. If you have any questions at all PLEASE ask us directly (chances are someone else is thinking it too.) These guidelines may seem a little drastic at times, but they are necessary to run an efficient program. The keys to all of this working are; keep an open mind, have a good attitude, do what we ask of you, and remain flexible. Please read over this handbook with your parents, sign, and return the signature page. This is your contract with us stating that you understand and agree to everything that is expected of you as a Band Member. The Band Staff and I look forward to working with you in the upcoming year ... it's going to be a great one!!!

Sincerely,

Daniel S. Sensenig  
Director of Instrumental Studies  
Cameron County High School

Margaret A. Sensenig  
Bandfront Advisor  
Cameron County High School

Barbara J. Ryan  
Bandfront Advisor  
Cameron County High School

# COMMITMENT STATEMENT

Band is a HUGE commitment that you as a student and you as a family have agreed to undertake. This will require you to make Band and all its demands of you a major priority the entire year. In many aspects, Band is a way of life. As such, you must follow our Attendance Policy, Concert and Marching Band Specific, and Code of Conduct.

You also must practice your craft outside of school.

Parents, please encourage your children to practice and follow our policies and procedures. We also encourage you to further support your children by your involvement in the CCHS Music Boosters.

Students, please take it upon yourselves to practice, follow our policies and procedures, and better yourselves. It cannot all be done in class time alone. You must dedicate yourselves to band...just like you would to any other school activity.

We provide you with a schedule months in advance. Please plan accordingly...that's why we give it to you so early. You can expect us to follow all of these policies and that is what we expect of you.

The Band Staff has dedicated their lives to teaching you a lifelong appreciation for and involvement with Bands. Everything we do is with your best interests and education in mind. Please get as much out of this experience as you can by being the dedicated enthusiastic young men and women we know you all are. Band is what you make of it, so make the most of it!

# **THE BAND PROGRAMS (AN OVERVIEW)**

The Cameron County School District provides many performance outlets for instrumental students in grades 7 -12. The following is a brief overview of each ensemble including criteria and expectations of members.

## **JUNIOR CONCERT BAND**

Junior Band is MANDATORY for instrumental students in grades 7, 8, and 9 (upper classmen are encouraged to participate as well.) This ensemble meets during Activity A periods on Tuesday (and any other activity periods that are specified by the Director). We only have one day a week to rehearse, so everybody needs to be there...plan on it! We focus on developing the playing/musical skills of underclassmen to prepare them for the more advanced studies of Senior Band. Junior Band puts on an average of 2 concerts a year, one at Christmas and the other in the spring.

During the second semester, on Tuesday, Thursday, and Friday, 7<sup>th</sup> grade students have Junior Band as a graded class. At this time we develop more specialized issues such as; intonation, rhythmic accuracy, and aural skills in addition to the ensemble music. Again, upperclassmen are encouraged to participate if their schedules allow.

## **SENIOR CONCERT BAND**

The Senior Band is divided into 2 different ensembles Concert Band and Marching Band. Each is vital to the students' comprehensive instrumental education, but they serve different purposes. In Concert Band, our emphasis is placed on the processes behind playing, whereas Marching Band focuses more on the products thereof. Both perform publicly and require a great amount of dedication from the students. Senior Band is MANDATORY for instrumental students in grades 8, 9, 10, 11, and 12. *(Please note the 8<sup>th</sup> and 9<sup>th</sup> grade students are involved in both Junior and Senior Band.)* 7th grade students are also strongly encourage to participate in the marching band if allowed. A student may not be in Concert Band without being in Marching Band and vice versa ... Band is Band. The following briefly defines the 2 ensemble areas of Senior Band.

### **CONCERT BAND**

Concert Band is the center of the secondary instrumental music program. This ensemble exposes the students to quality band literature that challenges and educates the players in a large group setting. This is where we build the ensemble musical/technical knowledge base that carries over to all the other bands. The Concert Band averages two concerts a year (Christmas and Spring), as well as, performing at Veteran's Day, Freedom Week, and Graduation activities.

### **MARCHING BAND**

The Red Raider Marching Band is the most visible arm of the band program. The image we project is one of pride, dedication, tradition, discipline, and musical excellence. The Marching Band performs at all football games, pep rallies, specified parades, and other worthy causes at the Director's discretion. A student may NOT be a member of the Marching Band without also being in Concert Band and vice versa. Band is Band. This part of the course lasts for primarily the first marking period (with a few exceptions.) However, during that time we have an extensive performance schedule that's always a lot of fun for everyone involved.

7<sup>th</sup> Grade students are encouraged to participate in the marching band with parental and Director approval. You will not be scheduled into the class, but still attend selected weekly rehearsals, all summer rehearsals, band camp, and all performances. Please see the Director for clarification.

## **INSTRUMENTAL LESSONS**

Individual/Small Group Lessons are MANDATORY for instrumental students in grades 7, 8, and 9 however, upperclassmen are STRONGLY encouraged to continue taking lessons. Lessons occur once a week on a rotating period schedule. The day of the week stays the same, but the period changes. Lessons allow for crucial individualized instruction that can not be given during a Full Band rehearsal. Each player has special needs that can only be addressed in small groups settings. Attendance is MANDATORY. However, if a student is failing a class, has a test, group work, or some other unexcusable circumstance that can not be made up at another time, the student must go to that class not the lesson. In such cases, the student is responsible for informing the Director of the reason for not coming to the lesson in advance. Make-up lessons may then be scheduled. If you come to lessons and practice, I guarantee you'll become a better player.

## **BANDFRONT**

During the 1<sup>st</sup> marking period, Bandfront is offered as a graded course for which the student will receive a quarter credit. In the preceding school year we hold auditions for Majorettes (grades 10-12), Rifles (grades 10-12), Flags, and American Party (grades 9-12). Those students that successfully pass the auditions are in the next year's Bandfront. As a Bandfront member you must schedule the course. It meets during 6<sup>th</sup> period in conjunction with Marching Band. This is where we perfect, polish, and maintain our field show, as well as, learn side-line routines and parade specifics.

## **CCHS MUSIC BOOSTERS**

The CCHS Music Boosters is a **wonderful organization of committed parents** who are active only to support the children involved in the music programs offered at CCHS. The following is a brief listing of the activities and assistance they provide...

- 1) Uniform care and handling.
- 2) Assisting in purchasing uniforms.
- 3) Assisting in purchasing new instruments.
- 4) Annual Music Boosters Scholarship.
- 5) Hydration and nourishment following warm weather events.
- 6) Band Camp survival party.
- 7) Disney Trip financial assistance.
- 8) Varsity jackets for seniors.
- 9) Concession stand operations
- 10) Fundraising activities for the students' accounts benefit.

By virtue of the fact that your child is in the Band Program, you are considered a member of our Booster organization. The Boosters provide tens of thousands of dollars to our children, which greatly helps in the success of our program.

**They greatly need and appreciate your help and participation.**

Booster meetings are typically held on the second Monday of each month and are well advertised on TV and the papers. Each parent/guardian is asked to assist in the concession stand at least once for each child they have in the band. They will even credit your child's account for your time...what a deal!

The following are other ways to help in the Booster organization. Keep in mind that titles come with jobs. Please feel free to ask for specifics on these duties.

- 1) Booster Officers
- 2) Concession Set-up Coordinator
- 3) Beverage (Pepsi) Coordinator
- 4) Candy Purchasing Manager
- 5) Food Purchasing Manager
- 6) Uniform Officer
- 7) Uniform Officer Assistants
- 8) Hydration Officer
- 9) Fundraising Coordinator(s)

The Band Staff cannot express how much we appreciate the assistance of the parents actively involved in helping to enrich the Band experience through Music Booster activities. We encourage you all to get involved and thank you for all your help and support!

## **REHEARSAL ETIQUETTE**

**(How to maximize our rehearsal time together)**

The time we have for rehearsal, whether on the marching field or in the concert hall, is precious...we can't afford to waste it. How we use that time is even more important. The following are guidelines for getting the most out of the time we have together. FOLLOW THEM!!!

### 1) Obviously, be here on time and ready to go.

By "on-time" I mean in the room when the bell rings...not strolling down the hall, not in the bathroom.

By "ready to go" I mean your instrument is here, out, put together, and in playing condition. Your music is here, and on the stand organized in the order listed on the board. Basically, you are ready to participate in the first note of the warm-up.

**2) Rehearsal Conduct** – There are 50+ of you versus one of me, and you have things besides your mouths that will make noise. I can't and shouldn't have to compete with that. Following these guidelines will make it easier for me to teach you, easier for you to learn, and will avoid screaming.

**Playing Position** – When playing use proper posture...feet flat on the floor, sit up straight in the chair with your back off the back of the chair, arms away from your body. Make sure your stand is tall enough that you are looking straight at the music, not looking way down. Also make sure that your stand and instrument is not blocking a clear view of the conductor.

*Wind Players* – hold the instrument up so that you do not have to contort your body (hunch over, stretch up, etc) to play the instrument.

*Percussion* – stand up straight at your instruments and use proper stick technique (palms flat to the floor).

**Resting Position** – This you will use when you're not playing (like when I'm working with another section, you have measures of rest to count, etc).

*Wind Players* – have your instrument down in your lap, but keep a hold of it so it doesn't fall (larger instruments may need to adjust this.)

*Percussion* – have your sticks down, away from the instruments.

When you set up each day, make sure you have enough room to put your instrument down and not hit anything.

### 3) Talk and Rehearsing do NOT mix.

*Appropriate Talking...*

\*Asking the conductor/teacher a question.

\*Talking with people around you while putting your instrument together/taking it apart before/after class.

\*Talking with people in close proximity between musical selections when given permission.

*Inappropriate Talking...*

\*When the teacher/conductor is talking you are not. I guarantee you will miss something important, which will put you at a disadvantage and waste time.

\*When the conductor/teacher is working with a group or part where you don't play. It is rude to those playing and the information that the conductor is giving them will be useful to you at some point down the road...guaranteed! The conductor may need to move around the room to help people. Just because he's not at the podium doesn't mean he's not teaching, people aren't learning and you can talk.

\*When someone has asked a question. Chances are, their question is similar to one you might have and we can save time if everybody pays attention to it.

Basically, don't be rude or disrespectful to the conductor and your fellow band members by interrupting the educational process with a bunch of USELESS chatter. Time is too important to waste.

**4) Pay Attention.** Use the following as a checklist for paying attention during rehearsal.

*Know These...*

- \*What song are we rehearsing?
- \*Where are we in that song?
- \*Who is supposed to be playing?
- \*Am I doing what is asked by the music and conductor?
- \*What do I need to change?

*Do These...*

- \*Bring a pencil and use it.
- \*Mark your music when instructed.
- \*Mark your music whenever you need to.
- \*Listen to the conductor when being rehearsed and listening to others.

**When are you responsible for something you don't know? Whenever you realize you don't know it.**

If you come across notes/rhythms/stickings you don't know, you have the tools to figure them out. Do that before you ask the conductor...you'd be surprised how much you already know. You'd be even more surprised how much easier and better it is to figure things out for yourself.

I will give you time in between selections to talk and relax before we start something new. You need to be ready to go when the conductor/teacher is. You will know that the conductor is ready if you see any of the following from him...

- \*His arms are up.
- \*His baton is up if he uses one.
- \*He is on the podium.
- \*He is talking.

If you see any or all of these, err on the side of caution, zip it, and pay attention.

I don't give you these guidelines to be a tyrant, but rather to maximize the educational experience you are owed by being a band member. There is so much material to cover in so little time that we need to use the time we have as efficiently as possible. If 160 people can do it for 3 days at District Band, we certainly can for the school year...and look what kind of results they get. I guarantee you a more positive band experience with proper rehearsal etiquette.

# ATTENDANCE POLICY

## SUMMER SPECIFICS

A calendar is provided in early spring for the summer rehearsal schedule. Band Camp is ALWAYS the first full week of August. Please use these to plan your summer.

Any practices marked **MANDATORY** are, indeed, **MANDATORY!!!** The Band Staff would like to be vacationing too, but these rehearsals are provided so that YOU can have the highest level of skill and knowledge possible for YOUR performance. Any **MANDATORY** practices missed will result in at least one missed third quarter. At the discretion of the Band Staff, a member may be held from the next performance until skills missed are improved satisfactorily.

**Band Camp is essential. NO ABSENCES WILL BE EXCUSED.** Any absence during band camp may result in termination and missed performances (lower grades) for all Marching Band members.

Summer rehearsals are extremely important to our success. All routines and music **MUST** be learned before Band Camp. Therefore, your attendance is crucial to your success. All scheduled practices (on your calendar) are to be attended, along with any and all sectionals. Individual practice time at home is also critical for your improvement.

For Bandfront Members may miss **NO MORE THAN TWO** summer rehearsal, whether excused or unexcused. This includes absence for vacations, sports clinics, illnesses, etc. After two excused absences, members will begin to lose third quarter privileges for the fall marching season. After four absences of any type, Band Front members may be terminated from their squad. For all members, each unexcused absence will result in a missed third quarter. Please see the following for **EXCUSED** and **UNEXCUSED** absence criteria.

## YEAR ROUND ATTENDANCE SPECIFICS

In order for our performances to be of the highest quality possible, everybody must take the responsibility to be present. Band/Bandfront is a graded course and as such every rehearsal/performance is **MANDATORY**. The Band Staff goes to great lengths to provide you with an accurate and inclusive schedule of events and rehearsals well in advance. We expect you to do the same and arrange your personal schedules to honor the commitment you have made. To try and alleviate some grey areas we are strengthening our attendance policy. Naturally, no one has a crystal ball and certain situations will crop-up. The following details our expectations of you in regards to attendance.

**1) Band/Bandfront Members MUST attend ALL performances and rehearsals of the Band. However, the following will be considered...**

### **EXCUSED ABSENCES**

- a) Death in the family/ extreme family emergency
- b) Severe personal illness/absence from school – On this subject, if you are too sick to participate, you should be at home recovering, not at a cold football game compounding your illness.
- c) Religious reasons
- d) Custody issues
- e) School sponsored Sport/Activity conflict that cannot be worked out any other way and the band staff and coaches have met on and discussed.
- f) Personal reasons with written notification from your parents 2 WEEKS prior to the absence **and** approved by the Director/Band Staff.

**All items above MUST be accompanied by written notification from your parents at the next meeting of the Band to be considered excused.** Just because you have a note doesn't mean the absence will be excused. The Band Staff reserves the right to reject frivolous requests. **Also, notes must be specific in their content.** "Out of town" is too vague and will not be honored. Clearly explain the reason for the absence. The more information you provide, the more we can help you. The following will be considered...

### **UNEXCUSED ABSENCES**

- a) College Visitation – The members of the Varsity Football team are able to schedule these appointments so they do not conflict with their schedule requirements. Since our schedule mirrors theirs, you should also plan accordingly.
- b) Out of Town Shopping – This is a frivolous excuse and will not be honored.
- c) Family Visiting from out of Town – What better way for your family to see all the wonderful things you have done in Band than to bring them along to see you perform.
- d) Hunting – The deer flu is not a valid excuse for absence from a performance (usually the Christmas Parade). Many band and staff members hunt. The Christmas Parade is the second Saturday in December, please plan accordingly.

\*\*\*This is not an all-inclusive list. These are just the areas we've had the most confusion over the years and needed to clarify.\*\*\*

Item 1b will be verified through High School office records. Any other absences will be considered unexcused and fall under Level 1/ 2 offenses under the Code of Conduct. **Chronic absences and/or abuse of our Attendance Policy will result in your removal from the ensemble.** In addition, any unexcused absence from ANY concert/major performance will result in the student earning no higher than a 65% (E) for the marking period. In this class, performances are worse than tests... if you miss them they can't be made up and you therefore choose to fail the class/test.

**2) Be on time and prepared for EVERYTHING (practices, rehearsals, sectionals, departures, and performances.)** The Band Staff will inform you of reporting times as soon as we can ... follow them. To be early is to be on time, to be on time is to be late, and you don't

want to even think about being late. (A half hour early is STRONGLY recommended.) 3 instances of tardiness will negatively affect your grade and result in the loss of 3<sup>rd</sup> Quarter privileges. Chronic tardiness may result in your removal from the ensemble.

**3) Have ALL of your equipment with you and ready to go as instructed.** This includes your music, full uniform, instrument(s), field equipment, rain gear, and any other equipment you might need. This also includes any sort of class materials you will need ie. pencils, notebooks, fundraisers, etc. It is YOUR responsibility to see that all your gear is loaded/unloaded on the truck/buses prior to departures. Forgetting your equipment at home or at school, although unfortunate, is inexcusable and will be dealt with under Level 1 / 2 of the Code of Conduct. Your Equipment, Your Responsibility.

**4) All members will travel to and from any event with the Band on the Band buses.** Members may leave an event with their parents after a performance providing that a member of the Band Staff has been given written notice, they meet them at the buses, and the Staff sees them together before they leave. NO member will be permitted to leave alone or with anyone else for any reason. With student safety and liability issues being of paramount importance we can not bend on this issue. THIS POLICY WILL BE STRICTLY ENFORCED. The Band Staff reserves the right to withdraw this privilege at any time should the circumstances warrant such action.

**5) You must be present in school on the day of a performance.** It is a district wide policy pertaining to all co- and extra- curricular activities that a student must be present in school by 10:00am on the day of a performance/game/event, and must remain in school until dismissal in order to participate. Regarding Saturday performances, students must adhere to this policy on the preceding Friday. Failure to be in school by 11:30am on the day of a performance will result in the student not being permitted to perform with the band, and thus lower their grade.

## **ASSESSMENT & GRADING**

Students are graded in the following three areas; 1) Attendance, 2) Participation, and 3) Playing Proficiency. Each of these areas is broken down into a grading rubric in the following manner.

**Attendance** (based on rehearsal/class time and performances)

Each day of class/rehearsal is assigned 10 points broken down into the following rubric.

10/10 = On time, prepared for class at designated times

9/10 = Excused absence/early dismissal

5/10 = Tardy, unexcused

0/10 = Unexcused absence

Football Performances are graded in the following manner...

100/100 = perfect attendance

90/100 = excused absence

80/100 = late to a performance

70/100 = unprepared causing inability to perform

0/100 = unexcused absence/ no show

In addition, any student that should “skip” the Christmas, Spring, or any other Concert/Performance for any unexcusable reason will receive no higher than a 65% for the marking period. Concerts/ Major Performances are worth at least 500 points.

**Participation** (based on rehearsal/class time and performances)

**\*\*\*You cannot fully participate if you are not prepared for class.** This includes but is not limited to your music, instrument, agendas, pencils, materials, etc. The Director reserves the right to discipline/assess your preparedness should circumstances demand by those means he deems appropriate.

Each day of class is assigned 10 points broken down into the following rubric...

10/10 = Participating fully, enthusiastic, 100% involved/prepared

9/10 = Participating mostly, working hard, some distraction, 95% involved/prepared

8/10 = Participating, working, a little talkative, distractible

7/10 = Participating slightly, talkative, distracting to others, discipline problem

6 or 5/10 = Not Participating, significant discipline problem, disrespectful (depends on the level of the disciplinary offense)

0/10 = Total disregard for the class, instructor, others, major discipline issues.

**Playing Proficiency** (based on scales, music for the marking period, concert or marching, etc.)

The second to last week of every marking period will be used for Band Playing Tests. You will be required to schedule a time to take this test (of about 10-15 minutes.) Students will be notified verbally and in writing posted on the Director's office door as to test specifics. A varied number of passages will be selected from current music and scales broken down in the manner outlined below. Sometimes you will be given the choice of song or passage in a song. Scales may be grade on memorization. The teacher reserves the right to adjust the grading scale if needed.

Pitch:	1-10 points
Rhythm:	1-10 points
Dynamics:	1-10 points
Articulations:	1-10 points
Tempo:	1-10 points

TOTAL: 50 points per section

You will also be assessed on your overall playing capabilities as outlined below. This grading scale may be adjusted upwards.

Musicianship (overall playing)

Tone:	10-100 points
Posture:	10-100 points
Phrasing:	10-100 points
Interpretation:	10-100 points
Tempo:	10-100 points
Tone:	10-100 points
Technique:	10-100 points
Preparation:	10-100 points
<b>TOTAL:</b>	<b>800 points</b>

\*\*\*Sight Reading may appear on some tests. These portions will be of varying point values.

The Playing Proficiency is usually worth a minimum of 1000 points, roughly a third of your grade, and should be taken very seriously.

All of these grades are averaged together at the end of the marking period to arrive at the student's grade.

### **MARCHING BAND GRADING – 1<sup>st</sup> Nine Weeks ONLY**

Please realize that this applies to Band and Band Front members equally. In addition to the Attendance and Participation grading outlined above, you will have Performance Proficiency Assessments throughout the first nine weeks. You will be assessed at least three times and you will always be told when you are being assessed. You might not know until the day, with the hope that you are always doing your best and not simply putting on a go show one specific time.

You will be assessed on the following...

Marching Skills:	100 points
Set Knowledge:	100 points
Music/Routine Knowledge:	100 points
Preparation/Attitude:	100 points
Technique/Memorization:	100 points
<b>TOTAL</b>	<b>500 points</b>

These grades will all be averaged together to calculate your Band/Bandfront grade for the first nine weeks.

### **PRACTICE JOURNALS**

From time to time, we use practice journals as a way of assessing the students' band preparation. Band is not without homework, we just call it something different...PRACTICE. Practice is not a punishment, it should be enjoyable. If you make time to practice you'll have plenty of time to

practice. If you never make time to practice, you'll never do it. Get yourselves in a good practice routine! The band selections can't be learned in 4<sup>th</sup> or 6<sup>th</sup> Period alone. Practice is something you do on your own to prepare for rehearsals. Rehearsals are what we do as a group to utilize your practicing and put the pieces together. **Each child should practice their instrument for at least 30 minutes, 5 times a week outside of school.** Students are to record the date, amount of time, and material covered. Your child must have you sign this sheet verifying their practice or lack thereof. Each day is worth 10 points for a total of 50 points a week. If the sheet is not turned in on the due date and/or not signed it will count as a 0. **Take this seriously.** If a student should practice more than the required days, each additional day will be worth 10 bonus points. The old adage of "Practice makes Perfect" especially applies to band. Part of the fun of band is being able to play the songs we do. It's not fun when we can't play our songs due to a lack of preparation on your part.

## **MARCHING BAND SPECIFICS**

The following procedures and regulations pertain specifically to Marching Band in addition to those already covered. The Band Staff will provide you with a detailed schedule for the upcoming marching season well in advance of the summer break. Please mark your calendars in accordance.

## **SUMMER SECTIONALS**

In order to field a show of our usual high standard, summer sectionals are a **MUST**. Each instrumental section is required to have at least 1 sectional (more are **STRONGLY** encouraged) each month over the summer break for the purpose of learning/memorizing the field music in preparation for Band Camp. It stands to reason that the more you have, the better off you'll be. Your Section Leader will schedule these sectionals and attendance is **MANDATORY**. You are provided with a summer calendar well in advance. Section leaders are instructed to schedule your sectionals on those days indicated on the calendar (usually Tuesday or Thursday), this way advisors will be present should you need assistance. Should the Director feel that sectional requirements are not being met, weekly sectionals with the Director may be scheduled for those sections that need them.

## **SUMMER REHEARSALS**

Summer rehearsals of the full band will also be scheduled. These rehearsals are also on the summer calendar. Not knowing about a rehearsal is not an excuse for absence – the band staff goes to great lengths to ensure that you have a schedule well in advance. These rehearsals are **MANDATORY**.

## **BAND CAMP**

Band Camp is the single most important block of field time we have. This is where we learn the vast majority of our drill for the season and memorize our field music/routines. Usually, Band Camp occurs in the first full week of August. Attendance at Band Camp is **MANDATORY**. Please schedule around it.

### **Some helpful hints for successful Band Camp and Summer Rehearsals ...**

- 1) Bring plenty of water and sunscreen.** It's going to be hot and you will get burned and dehydrated if you don't take the proper precautions.
- 2) Dress appropriately.** Wear comfortable loose clothing. No swim suits or otherwise risqué/revealing attire. **NO SANDALS OR FLIP-FLOPS ...** you will be outside marching for long periods of time and your feet won't hold up if you don't take care of them. Hats are a good idea.
- 3) Have a cooperative attitude.** Please do what the Band Staff, Drum Major, Captains, and Sergeants/Section Leaders ask of you. We all tend to get cranky in the heat, but your attitudes can greatly affect just how cranky we get. The Band Staff realizes that Band Camp is a lot of work and we try to make it as much fun as possible. You work with us and we'll work with you.
- 4) Eat a healthy breakfast before you come to any rehearsal.** You will burn a lot of calories, use a lot of blood sugar, and a lot of your body's hydration stores. These need

to be fueled before your practice, and replenished afterwards. Take this seriously...you will faint get sick, or worse...trust us. Like Jimmie Dean says "You don't eat a good breakfast-you don't have a good day!"

## UNIFORMS

The "Red Raider" uniform represents our long tradition of pride and excellence. When you put it on you represent our program, school, and community to everyone that sees you. We want to project the image of professionalism and discipline for which we are well known.

We will fit you for a uniform to the best of our ability and based on seniority. To complete your uniform instrumentalist must acquire an **official band t-shirt, BLACK band shoes, suspenders, and BLACK socks**. The band t-shirt is to be worn underneath your uniform so that if we need to use an alternate uniform (due to weather), we still have an option where everybody matches. Bandfront members must have an official band T-shirt, boots, spanky pants, and suntan nylons. Watch the weather and be sure to wear clothing under your uniform that suits the weather conditions. Make sure that if you have long hair that it is all tucked into your hat. For Bandfront members, your hair is to be worn up and off the collar or as directed by your Advisors for special occasions. **NO JEWELRY/NAIL POLISH IS PERMITTED WHILE IN UNIFORM** (this includes watches.) Wear your uniform in its entirety unless otherwise instructed by the Director. Uniforms will be sent out periodically for mass cleanings. If your uniform gets dirty in the line of duty, it is your responsibility to have it dry cleaned at your expense.

ALL uniforms will be stored in a numbered garment bag in the uniform storage/fitting room in the Bandroom. When you arrive for a performance, you will go to this room and ask for your numbered garment bag. **REMEMBER YOUR GARMENT BAG NUMBER** to insure that you get the correct uniform. It is your responsibility to get your uniform and keep it with you either on the bus or in the Bandroom...just like your equipment/instruments. After a performance you will **PROPERLY** hang-up your uniform on the provided hangers, place it in the garment bag, and return it to the storage room. There will be spot inspections with consequences to follow for not properly dealing with your uniform. Parents, we will need your help to dispense and collect the uniforms before and after each performance. A representative from the boosters will be in touch. If everyone takes a turn, we'll have no problems and it will make things so much easier on your children.

Should we encounter inclement weather, you will simply grab a raincoat out of the storage bins and take it with you to use at the performance. We will drape the raincoats over chairs to allow them to dry before we store them again. In this case we will need volunteers on following Mondays to pack/store the raincoats.

Many people have gone to great lengths to insure that these uniforms last for years to come, take pride in your uniform and **TAKE CARE** of your uniform. They will be inspected periodically and you could be disciplined/billed for any inappropriate damage.

## **BEHAVIOR IN UNIFORM**

- 1) NO foul language will be tolerated.**
- 2) NO public displays of affection will be tolerated.**
- 3) Be respectfull at all times to the Band Staff, fellow band members, other band members, and ALL fans.**
- 4) Sit with your sections in their designated areas of the bleachers.**
- 5) NO refreshments are permitted in the stands until after your Halftime performance.** Should you bring refreshments back into the stands, they are to be ingested not used as projectiles. No skittles wars folks.
- 6) Refrain from “doodling” in the stands.** This takes discipline. When we play/twirl, we do so as a band. One mark of a great marching band is how they behave in the stands. Have fun, support the team, and play/twirl ONLY when we ask you to.
- 7) Be alert.** Listen to the Director for instructions and be ready for anything at a moments notice.
- 8) Be in complete uniform at all times unless otherwise instructed by the Director/Band Staff.** In addition, each Band Member is expected to purchase and maintain a grey Band T-shirt/pep-uniform to be worn under their uniform in cases of inclement weather. In cases of bad weather Band Members are expected to wear jeans in addition to the Band T-shirt (no PJ's folks!) Bandfront, do not allow dresses to hang forward when unzipped. This will break the zipper.
- 9) Again, NO body art/jewelry/nail polish is allowed to be worn when in uniform.** This would include but not be limited to...any piercings, necklaces, watches, bracelets, arm bands, nail polish, etc. Any visible tattoo must be covered. Your hair must be a color that occurs naturally for the human species.
- 10) NO non-band persons may sit with the Band. THIS POLICY WILL BE STRICTLY ENFORCED.**

### **3<sup>RD</sup> QUARTER POLICY**

You are given a break during the third quarter of football games unless otherwise instructed. This is your time to use the restrooms, socialize, and get some refreshments from the concession stand. Use the restrooms first as they are crowded and restrooming is a higher priority. **Every member of the group is instructed to eat a meal before you come to a scheduled event.** You will have more energy and it's healthier than if you wait until third quarter. No food is permitted in the stands. It is strongly recommended that you order things at the concession stand of the snack variety...you will get them quicker and they are not as messy. **You need to be back in the stands/assigned area ready to perform by the time the field clock shows 2:00 minutes**

**remaining in the 3<sup>rd</sup> quarter.** Make sure that your section/squad leader knows you are present. Section leaders are instructed to report any late individuals to the Band Director. The primary function of the Marching Band at football games is to support the team, which we do through our songs and routines. We play at the 00s that begin the 4<sup>th</sup> quarter guaranteed. Should you be late, the following will occur. You will lose your third quarter for the next game. If enough people (as determined by the band staff) are late, the entire group will lose third quarter. Should the problem persist, third quarter breaks will be suspended indefinitely. The Band Staff reserves the right to deal with extenuating circumstances pertaining to breaks in the manner it deems appropriate. Let me state that we are not enacting this as a personal witch hunt. You have all been informed. There will be no exceptions for ignorance. Enjoy your break, but be responsible.

### **DRUM MAJOR DUTIES/SELECTION**

The Drum Major is the highest level of leadership awarded to a student in the Marching Band portion of the course. Duties include; leading the Marching Band in all public performances, assisting the Director during rehearsals, assuming responsibility for the Band, and helping to motivate the troops. The Drum Major works closely with the Director and may also be called upon to run rehearsals in his absence. Due to the demands of this position, candidates must audition for the role, with auditions to be held in the spring. Candidates (either Juniors or Seniors) will be expected to demonstrate consistent and exemplary command calling, marching skills, musicianship, attitude, and fortitude (not cracking under pressure). In addition, you will be asked to supply the Band Staff with a written explanation of what you think a Drum Major should be and why you exemplify those qualities. After review of these essays and completion of the auditions, the Band Staff will select the Drum Major for the following school year. The Band Staff will also select the runner-up to serve as Co-Drum Major. The Co-Drum Major should be ready to assume the role of Drum Major in its entirety should the Drum Major be unable to perform his/her duties at a specific event.

### **SECTION LEADER DUTIES/SELECTION**

Each section of the Marching Band will have an individual named as Section Leader who will work closely with the Director and Drum Major. The Section Leader is responsible for scheduling/running sectional rehearsals during the summer/season, assist teaching drill and music, taking attendance at rehearsals, compiling a phone chain of section members, and motivating the section. Section Leaders should also keep the Director abreast of any problems they are having with individuals and policy violations. Due to the many responsibilities involved, candidates for Section Leader must submit a completed Section Leader Application to the Director around the same time as Drum Major Auditions. Applicants will be considered on the basis of leadership capabilities, musicianship, and marching technique. You may also be asked to play in instances that are too close to call. The applicant must have at least 4 years of marching experience. The Band Staff will review the applications and post results.

### **COLORGUARD AND MAJORETTE CAPTAIN DUTIES/SELECTION**

The Colorguard Captain is the highest level of leadership awarded to a student in the Band Front. The Majorette Captain is the second in command. Colorguard Captain duties include leading the

band in all parade performances, and assuming responsibility for the entire Band Front. Together with the Majorette Captain, duties also include assisting the band staff with all aspects of rehearsal and performance, ensuring practice times are used wisely, assisting in coordinating routines between squads, and helping to keep the members motivated. Each will also be responsible for money collection, shoe orders, etc. The Captains work closely with the advisors, and may be called upon to run rehearsals in the absence of the advisors. Due to the demands of these positions, candidates must audition for these roles. Auditions will be held in the spring. Candidates must have been a member of the Band Front for at least two years, and will be expected to demonstrate exemplary command, marching and twirling skills, attitude, and fortitude (not cracking under pressure!) Proficiency in twirling more than one piece of equipment is preferred. Candidates will be asked to provide a written explanation of what a great Captain should be and why they exemplify these qualities. After review of this essay and an interview, the Band Staff will select the Colorguard and Majorette Captain for the following school year.

### **SERGEANT AND CO-CAPTAIN DUTIES/SELECTION**

Each squad will have one to two squad Sergeants (or Co-Captain) selected who will work closely with the Advisors and Captains. These Sergeants are responsible for scheduling and running summer “TBA” practices, teaching all routines, assisting in teaching drill, taking attendance at all practices, and motivating the squad. Each will also be responsible for money collection, shoe orders, etc. Sergeants should keep the advisors abreast of any problems they are having with individuals or policy violations. Due to the many responsibilities involved, candidates must submit a completed application form and essay. Interviews will be conducted with the Band Staff. Applicants should have at least two years experience, and will be considered on the basis of leadership capabilities, skill, and marching style. The Band Staff will review the applications and post results.

**ALL STUDENT LEADERSHIP ROLES ARE PRIVILEGES THAT REQUIRE A GREAT DEAL OF MATURITY/RESPONSIBILITY AND ARE NOT TO BE ABUSED OR TAKEN LIGHTLY.**

### **BAND OFFICERS**

Band Officers work closely with the Director to ensure that everything functions smoothly, as well as, providing valuable student opinions. Elections are open to instrumental and colorguard students. However, the offices of President, Librarians, Secretary, and Treasurer must be available to the Bandroom for the entire year due to the year long commitments and responsibilities of these offices. The Director will delegate each office its own set of responsibilities. The following briefly outlines the major responsibilities/criteria of each office.

**President** - Candidates for this office may be from 10<sup>th</sup>, 11<sup>th</sup>, or 12<sup>th</sup> grade. They should also demonstrate leadership and enthusiasm for the subject. The President works closely with the

Director to keep him abreast of student concerns. Meetings of the Band Officers and Section Leaders are to be run by the President. The President also has certain fiscal responsibilities associated with the Band's student activity accounts.

**Vice-President** - Candidates for this office may be from 10<sup>th</sup>, 11<sup>th</sup>, or 12<sup>th</sup> grade. The Vice-President aids the President with any tasks needed and serves in his absence.

**Treasurer** - Candidates for this office may be from 10<sup>th</sup>, 11<sup>th</sup>, or 12<sup>th</sup> grade. The Treasurer must demonstrate good fiscal sense (math skills are always nice too). The Treasurer works closely with the Director in the keeping of the Band Fund student activities account.

**Secretary** - Candidates for this office may be from 10<sup>th</sup>, 11<sup>th</sup>, or 12<sup>th</sup> grade. The Secretary keeps the minutes at all meetings of the Band Officers, writes articles concerning the Band for local interests, assists with programs/posters for concerts, and other logistics. Good typing skills are a must.

**Librarians (2 people)** – These will be taken on a volunteer/Director approval basis. Librarians assist in the filing, cataloguing, copying, distributing, collecting, and maintenance of ALL the bands music. This job is very time consuming but crucial to the functioning of the Band. These should be very organized individuals.

## **BAND JACKETS**

Each Senior member will be awarded a jacket based on their number of years in band/bandfront. Orders will be placed at an early summer practice...be there.

The Music Boosters will pay for jackets in the following manner...

- A) 4 years of service - entire cost
- B) 3 years of service - Boosters, 3/4 of the cost - Member, remaining 1/4
- C) 2 year of service - Boosters, 1/2 of the cost - Member, remaining 1/2
- D) 1 year of service - Boosters, 1/4 of the cost - Member, remaining 3/4

Any balance remaining must be paid before receiving your jacket. A \$25.00 deposit will be collected/required before receiving your jacket. This sum will be returned upon completion of the member's Senior year, providing that all obligations have been fulfilled to the Band Staff's satisfaction (including the Memorial Day Parade.)

## **LETTERS**

Letters will be awarded to Seniors who have met and followed all the obligations and policies contained in this document to the Band Staffs' satisfaction. Your letters will be awarded at the annual Spring Concert, which you must attend in order to receive said letter.

## **TRIPS**

Periodically, the Band may take trips. Often we are invited to attend different festivals, parades, or competitions and of course there's the infamous Disney Trip. Band Trips will be dependent on the following factors...

- A) quality of the ensemble
- B) success of fund raising campaigns
- C) enthusiasm of the members
- D) approval of school board and administration

The Band Staff will provide you with trip information (dates, times, etc.) well in advance of the trip. In the case of overnight or prolonged trips, a detailed itinerary and information sheet will be provided. It goes without saying that all policies contained in this document also apply to trips ... in some cases even more so.

## **FUND RAISING**

The highlight for all your years of hard work and dedication culminates in the Band's trip to Disney. This trip is not a vacation but perhaps the most important and memorable performance of your CCHS Band career. These trips are intended to run on a three-year cycle, providing each member with ample time to raise the necessary funds.

Our next trip is tentatively scheduled for the spring of 2011. We **STRONGLY** suggest that you take advantage of any and all fund raising opportunities the Band Staff and Music Boosters provide. On average, the trip generally costs around \$800.00 per student plus spending money. The more you sell as a group the cheaper the trip will be. Consider setting aside a few dollars (\$10.00 ???) each month for a Disney fund. You'd be surprised how much can pile up over three years time.

Once you have made this commitment, it is your responsibility and duty to raise the funds needed to go on the trip. **It's this simple folks.... if you want to keep going to Disney, do your duty and help raise the funds so we can go for a reasonable price.**

There is an enormous amount of paperwork and accounting that goes on behind the scenes to make these trips possible. As such we ask you to follow these guidelines pertaining to Band fund raising. Some of it may seem like more work, but with the auditing rules we must follow for a student activity account, this really makes life much easier. What may be easier for you and your child makes it very difficult when multiplied by the 90 other band members. For that reason and others we need everyone to adhere to the following fundraising procedures.

## **CCHS BAND FUNDRAISING PROCEDURES**

- 1) Make sure your name and CCHS Band are clearly on your order forms.
- 2) When you turn in an order, please turn in everything...the order form and tally sheet, if there is one.

3) **Turn your order in on time.** We provide the due dates well in advance, and trying to make sure a late order still gets here is a nightmare. Late orders will not be honored.

4) When you turn in money for an order, put it in an envelope that has your name, the specific sale, and amount clearly on the outside of the envelope. Envelopes are available in the Band room. Do not put order forms and money in the same envelope – things will get overlooked. Do not combine sales on one check or sum of money. We have to account for each student's sale money individually. For example, even though the pizza sale and candy sale usually overlap, we need separate payments for each due to auditing requirements.

5) **Turn your money in on time.** Again, we provide the due dates well in advance, and trying to chase down the money weeks after the fact is another nightmare...especially when we have more than one sale going at a time.

6) When paying for fundraisers, cash is best, because it won't bounce. Bounced checks are always a concern. If paying by check, please make the check payable to *CCHS Band*. Also, make sure that your name is on the memo line for our tracking purposes. If you can prepay, you are strongly encouraged to do so.

Juniors and Seniors are strongly encouraged to keep fund raising even if they will graduate before the next trip. The generosity of prior students helped defray the cost of your trip. You owe it to your fellow classmates to do the same. Your money will go into the general fund, which helps to pay for everybody.

## CONCERT BAND SPECIFICS

The Concert Band is the closest thing we have to a professional performing ensemble. As such, we want to project music and an image of the highest professional quality possible. Use the following guidelines for your concert band experience.

### MUSIC & INSTRUMENTS

Both of these items are very costly to maintain. Please adhere to the following guidelines where both are concerned.

#### Music & Folders

All the music that we use is school property and should be treated with the utmost respect. You will be given a folder to keep your music in. You will also be assigned a numbered folder slot to keep your music and other band related papers in. This is like a mailbox. I will give you important information and papers through your slot. Use your folder exclusively. If you are using your music, it should be in your slot and nowhere else. Failure to do so will result in a loss of participation points if not more. You are encouraged to write helpful reminders in your music, but do so using a pencil. If your music becomes worn or in need of repair, let the Director know immediately. Music is to be returned after we are done with it. Any student that does not return their music will be charged for its replacement. In other classes you get textbooks, in band your music is the textbook. TAKE CARE OF IT.

### **Instruments**

It goes without saying that you should take great care of your instrument. In the case of the larger and more expensive instruments, the school will provide them for your use. Again, these are school property and are to be treated with the highest respect. For **any** school owned instrument you use the following will apply. An inventory sign-out/in sheet is to be filled out before any school instrument is signed out for the year. At the end of the year you must sign your instrument back in. If you need them over the summer we will reassign them at that time. Failure to sign your instrument back in will result in your being charged for its replacement. The school will pay for repairs acquired from normal use or unforeseeable accidents. However, if irresponsible behavior on your part results in damage to a school instrument, you will be held accountable for all expenses to repair the instrument. Keep in mind that people have used these instruments before you and will use them after you... they have to last so ... TAKE CARE OF THEM.

### **CONCERT DRESS**

**Gentlemen** - Wear your Marching Band Uniform (OR plain black pants), minus the overlay and hat, with your band shoes or black dress shoes (NO SNEAKERS), and a plain white collared shirt.

**Ladies** - Wear a white sleeved top, black dress shoes, and a black, at least knee length, bottom. You may wear slacks. You may also wear your Marching Uniform like the men. If you have to think about whether or not something is too risqué, you probably shouldn't wear it.

### **PART ASSIGNMENTS**

Part assignments are at the Director's discretion and based on an individualized playing assessment (for example, your playing tests) including, but not limited to, a prepared selection, sight reading, and scales. Once parts are assigned they remain fixed barring any reassessment of the entire section or a successful challenge.

**Challenges** - If during the course of the year a student feels they have progressed past their current seating, they may challenge the lowest person on the part ahead of them. Challenges will follow the same procedure as a regular assessments. Challenges are only based on student ability not popularity. No challenges will be permitted within like parts. If the challenge is successful, the challenger will become the last chair player on the higher part and the challengee will become the first chair player on the lower part. After the challenge there must be a 4 week grace period between the two parties involved before any new challenges can commence.

## MUSIC NOTES...

This is meant to not only inform you, but serve as a reference to help you function better in the program and know what the heck I'm talking about. Things are broken into 4 groups; dynamics, articulations, tempo, and other for your viewing pleasure. Learn it, Live it, Love it. (The information for the Music Terms Tests comes directly from this section of the Handbook and also from classroom discussion.)

**DYNAMICS = the volume at which you play**

Most of the words you'll come across in musical notation are Italian because that's where music notation first started. The following is a chart showing the progression of dynamic levels from soft to loud as you'll come across them.

<b>Soft Dynamics</b>	<b>Loud Dynamics</b>
----------------------	----------------------

<i>pp</i> = pianissimo = very soft	<i>mf</i> = mezzo forte = medium loud
<i>p</i> = piano = soft	<i>f</i> = forte = loud
<i>mp</i> = mezzo piano = medium soft	<i>ff</i> = fortissimo = very loud

\*\*\*Mezzo is a prefix for medium, you will never see *m* by itself. When you add *ps* to a dynamic marking you are making things softer. When you add *fs* to a marking, you are making it louder.

*cres* or = Crescendo = gradually get louder

*decres* or *dim* or = Decrescendo/diminuendo = gradually get softer.

*fp* = fortepiano = Start the note loud and immediately get soft (those big “Hollywood” hits).

*sfz* = *sforzando* = much like the above only a little more dramatic. This one has more to do with a good loud attach on the note.

### ARTICULATIONS = the style in which you play

**Staccato** = = Separated and detached style (shortish??)

**Leggato** = = as smooth as you can play and still or **Tenuto** articulate each note. ( \_ is a tenuto marking)

**Slurred** = = no tonguing of any notes in the slur except for the 1<sup>st</sup> note  
**Marcato** = = Heavily accented notes, lots of front on the notes. This can also apply to a passage.

### TEMPO = how fast or slow you play

For the purpose of musical speeds we need to be clear on what “beat” is. Beat in music deals with the pulse of the music... not only how fast or slow that pulse is, but also what type of note gets the pulse and how much time there is between pulses. It’s really the amount of time between pulses/beats that tells how fast or slow the tempo is. More time = slower tempo/speed, less time = faster tempo/speed. **The numbers used below are for settings on a metronome.**

Slow Tempos	Medium Tempos	Fast Tempos
<b>Largo</b> = very slow, beat note = 42-66	<b>Andante</b> = medium, beat note = 77-108	<b>Allegro</b> = fast = beat note, 121-152
<b>Adagio</b> = slow, beat note =	<b>Moderato</b> = moderate, beat	<b>Vivace</b> = very fast = beat note,

<p>67-76</p> <p><b>ritardando</b> (<i>ritard/rit.</i>) = gradually slow down</p>	<p>note = 109-120</p>	<p>153-168</p> <p><b>Presto</b> = ridiculously fast, beat note = 169-208+</p> <p><b>accelerando</b> (<i>accel.</i>) = speed up gradually</p> <p><b>stringendo</b> (<i>string.</i>) = quicken, this is a more urgent change.</p>
--	-----------------------	---

**OTHERS = other things you’ll come across when you play.**

The following is what will be a continually growing list of items that don’t fit as nicely into one area or another, but you’ll still come across them on a fairly frequent basis. If we’re playing a piece that has something in it that you have no clue about (marking wise that is), come see me about it.

**Cantabile** (*cant.*) = in a singing style. This isn’t an articulation but more like a generalization. When you see this in your music, play the specified passage in a smooth sustained manner, much like you would sing it.

**Fermata** = = this is the sign that’s also called a hold or a bird’s eye. When dealing with fermati (as they are known in the plural?), you play the note longer than the amount of beats it would normal get. Basically, keep playing it until someone stops you.

## MAINTENANCE TIPS

We all know too well, the horror stories of keys falling out of your piccolo or the infamous “trumpet sludge”. The following is a brief listing of some help hints to keep your instruments working and in descent playing condition. Take a little time to routinely check over and maintain your instrument... after all, it’s the single most important piece of equipment you’re going to need for this class and wouldn’t it be great if it actually worked?

### BRASS INSTRUMENTS

- 1) Avoid playing directly after you have eaten (and if you do have to play, try to brush your teeth or at least rinse your mouth out.)
- 2) Routinely clean out your mouthpiece with a mouthpiece brush. All kinds of gross things will grow in there if you don’t keep at it and this will affect the way your mouthpiece plays.

- 3) Routinely clean out your tuning slide with an instrument snake. Again, gross things will grow inside your instrument and drastically affect the way it plays.
- 4) Oil your valves on a WEEKLY basis. A good oiling regiment will keep valves from sticking.
- 5) Make sure that your tuning and valve slides move easily and lubricate them routinely. Slide cream/grease works well (avoid using Vaseline as it can corrode the brass.)
- 6) Be careful when walking, marching, or setting your instrument down. These things will dent easier than you think and dents can cause all kinds of problems.
- 7) If you think something is wrong with your instrument, check with the Band Director before you play Mr. Fix-it. It's better to pay a little more and get things fixed correctly, than really screw it up trying to do it yourself.

### **Some Things You'll Want to Get and Keep Handy...**

- 1) valve oil
- 2) slide cream/grease
- 3) mouthpiece brush
- 4) snake brush
- 5) polishing cloth

### **WOODWIND INSTRUMENTS**

- 1) Avoid playing directly after you have eaten (and if you do have to play, try to brush your teeth or at least rinse your mouth out.) Routinely clean your mouthpiece to avoid gross things growing in it.
- 2) Routinely grease your joint corks. This is not only good for the corks, it will make it a lot easier to put the instrument together and take it apart again.
- 3) Swab out your instruments EVERYTIME after you play them. Any moisture that remains in the instrument will wreak havoc on the pads. Also, don't keep the swab inside the instrument in the case, otherwise you're just trapping all that moisture in the instrument anyway.
- 4) Routinely inspect your instrument to make sure that the pads look normal and the springs are all still where they need to be. If you encounter a problem, see the Band Director for help (assuming he knows what the heck's going on!) Also keep an eye on the screws on

your instruments. Over time they tend to work their way loose and need to be tightened periodically

- 5) Check your reeds CONSTANTLY. It's a good idea to switch back and forth between a few reeds on a daily basis. Playing on one reed until it dies, will make it deteriorate faster and make your sound worse. Reed Guards are also a good idea because they protect the reeds so you can use them longer. As soon as a reed is cracked or chipped, it's no good. Be careful with them, they are fragile. If you rotate your reeds and don't do careless things to them, you should be able to get at least a month of playing time out of them.
- 6) Be careful when walking, marching, or setting your instrument down. Instruments will dent easier than you think and dents can cause all kinds of problems. The keys on your instruments are fragile and will bend easily, be careful with them. Also avoid storing extra things in smaller cases (i.e. stuffing your flip folder into your clarinet case.)
- 7) If you think something is wrong with your instrument, check with the Band Director before you play Mr. Fix-it. It's better to pay a little more and get things fixed correctly, than really screw it up trying to do it yourself.

#### **Some Things You'll Want to Get and Keep Handy...**

- 1) cork grease
- 2) good quality reeds (at least 3 of them at a time)
- 3) a cloth swab
- 4) reed guard/case
- 5) small screw driver
- 6) a dollar bill can do wonders for cleaning sticky/dirty pads

#### **PERCUSSION INSTRUMENTS**

- 1) Monitor the quality of your drumheads. If things look torn, frayed, or you see a hole the head will have to be replaced. Moisture is the enemy of drumheads, don't spill anything on them. Also, do not lean or stack things on ANY drum head. This will stretch/warp them and cause them to prematurely age. (This is how dents and rips happen... these things are more fragile than you think, treat the equipment with respect.)
- 2) Monitor the quality of your drumsticks. The worse they look, the more likely they are to break (and always half way through a performance.) Rotating between two or three pairs of sticks will minimize this and make all the sticks last longer...assuming you don't beat the tar out of them. Taping your marching sticks will also help them last longer. If you use sticks with nylon tips, check to make sure that the tips are not coming loose on a regular basis.

- 3) Monitor the quality of the hardware of your equipment. Whether it's tiny cracks on a cymbal, loose harnesses, or a sticking snare switch, know your equipment and keep the Band Director informed of any problems therewith.

### **AMERICAN PARTY**

- 1) Flags must be dried and rolled after each performance for best appearance.

### **RIFLES**

- 1) You must purchase your own practice rifle. Keep them taped with at least two layers of rifle (electrical) tape, in uniform pattern.
- 2) Performance rifles are provided. Do not let anyone play with/use these rifles.

### **MAJORETTES**

- 1) Practice caps are kept on batons during practice. White caps are used during performances.
- 2) You may want to have your initials engraved on your baton for identification purposes.

### **FLAGS**

- 1) Flags must be dried and rolled after each performance.
- 2) Sergeants must wash and iron flags after a muddy performance.
- 3) End caps must be maintained.

## **BAND CODE OF CONDUCT**

Whether on the marching field or in the concert hall, band is one of the most visible academically graded courses in the high school curriculum. As a member of this ensemble, everything you say/do represents your school, classmates, instructors, and yourselves to the community. Because of this high moral responsibility and profile, Band Members **MUST** adhere to the following Code of Conduct and any/all consequences therein contained. It goes without saying that all District policies also apply as defined in the "Student Handbook." Although strict, these rules are designed to allow the Band to function at the highest level possible.

### **ILLEGAL SUBSTANCES**

The following actions are considered detrimental to the individual as well as the reputation/discipline of the ensemble. As such, there is to be absolutely .....

- A) No use or possession of tobacco in any form at any time.
- B) No use of, possession of, or association with illegal drugs or narcotics in any form at any time.
- C) No use of, possession of, or association with any kind of alcoholic beverages at any time.

**VANDALISM/STEALING**

In addition to items A-C, there is to be absolutely ....

- D) No vandalism of any school (ours/another's) and/or personal property of any kind.
- E) No stealing any school property (ours/another's) and/or personal property of any kind.

In addition to being a Level 4 offense (see "Infractions Policy"), said students will be responsible for paying for any and all damaged/stolen items in full. Where CCHS property is involved, grades/report cards will be withheld until said property is returned, replaced, or refurbished. Criminal charges will be filed if reparations have not been made within two weeks of the infraction.

**DETRIMENTAL BEHAVIOR**

In addition to items A-E, there is to be absolutely ....

- F) No swearing, foul language, and/or obscene/inappropriate gestures/comments at any time.
- G) No obvious/gratuitous public displays of affection. (No PDA folks, keep it "G" rated)
- H) No disruptive behavior, as defined by each instructor, at any time. (If you have to consciously think whether something is disruptive or not, chances are it is and you shouldn't do it.)

Items F-H are considered Level 1 & 2 offenses (see "Infractions Policy") and will be dealt with solely by the instructors. Chronic/consistent infractions of items F-H will constitute more severe action.

**INFRACTIONS POLICY**

Each item of the Code of Conduct has been ranked on a level of severity. The following outlines the corresponding actions to be taken by the Band Staff for all infractions on a cumulative scale.

Actions will include, but are not limited to .....

LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4
---------	---------	---------	---------

Items F,G,H	Items F,G,H Based on severity	Items A,B,C,D,E	Items A,B,C,D,E Based on severity
1. Verbal reprimand  2. Public apology to the Ensemble & Instructors	1. Loss of 3 <sup>rd</sup> Quarter Privileges  2. Bandroom Detention  3. School Write - up  4. Lowering of the students grade in the course	1. Indefinite suspension from activities (probation period)  2. Loss of leadership roles  3. Loss of elected roles  4. Loss of PMEA and IU9 festival eligibility.	1. Permanent removal from all activities (including any scheduled trips by the Band.)  2. Turned over to administration for further action (even expulsion if applicable)  3. Criminal Prosecution (if applicable)

**THE BAND STAFF RESERVES THE RIGHT TO USE ANY MEANS IT DEEMS NECESSARY TO DEAL WITH ANY EXTRAORDINARY/UNFORESEEABLE SITUATION AT ANY TIME.**

**BASICALLY.....**

**DON'T GET YOURSELVES INTO A SITUATION WHERE ANY OF THIS COULD APPLY TO YOU!!!!**

**COMMON SENSE IS THE NAME OF THE GAME.**

### **SIGNATURE PAGE**

The CCHS Band Staff thanks you for your understanding and cooperation in this regard. We hope you find this handbook informative and helpful. Should you have any questions at all, please feel free to contact us ... we will assist you in any way we can. We look forward to working with you all in the years to come. May your time in the Band Program be as rewarding for you as it is enjoyable for all of us.

Sincerely,

Dan Sensenig  
Director of Bands  
Cameron County HS

Maggie Sensenig  
Colorguard Advisor

Barb Ryan  
Colorguard Advisor

