

# Charlotte High School Band Handbook

2009-2010

## Band Handbook

J. DuBois, Director  
Barney Duffy, Principal

Phone: 941-575-5450 , ext 3402

Web: [www.silverkingband.net](http://www.silverkingband.net)

Email: [silverkingband@gmail.com](mailto:silverkingband@gmail.com)

Twitter: [www.twitter.com/silverkingband](http://www.twitter.com/silverkingband)

© Copyright 2009 Charlotte High School Bands

Dear Charlotte High School Band Members and Parents,

Welcome to the Charlotte High School Band Family! The 2009-2010 school year has brought with it promise, change, challenge, possibility, and all of the elements that can be protagonists for great music making. Working together we can ensure many opportunities for learning and growth, both musical and non-musical. Being a part of this program is a tremendous and exciting experience.

The fall season will feature the Silver King Marching Band at many games throughout the varsity high school football schedule, local parades and community events, the FBA District 11 Marching Band Assessment, as well as the possibility of marching competitions around the state of Florida. Throughout the season we will be striving to serve the school and community, while performing at the highest level possible.

The Band Program will also consist of the Symphonic Band, the Jazz Ensemble, the Color/Indoor Guard, and a variety of small chamber ensembles formed through the year. In addition to these ensembles, members of the CHS Band Program may have the opportunity to distinguish themselves through individual participation in Regional, All-County, All-State Honor Bands and Orchestras, and several University sponsored honor bands.

Hard-working and focused students, dedicated direction, involved and active parents, and a supportive administration and community are all necessary for the CHS Band Program to approach its potential. The goal of the CHS Band is to offer an unparalleled array of musical opportunities. Our students are expected to set and reach high goals for themselves and the program. Rewards of meeting those goals are immeasurable in the development of our students as well-rounded adults. Members of the CHS Band will grow musically, emotionally, mentally, socially, and physically during their time in this program.

This handbook is intended for use by students, parents, administrators, and staff as a convenient source of information regarding the varied aspects of the CHS Band program. Efforts have been made to cover every aspect of what we do and the expectations of those involved with the program. Students and parents **MUST** read this handbook carefully, then sign and return the agreement forms found in the back of the handbook. Band members will be expected to understand and abide by all rules and regulations set forth in this handbook.

Sincerely,

**J. DuBois**, Director  
**Barney Duffy**, Principal

## **Table of Contents**

Introduction.....	1
Program Offerings.....	2
Expected Expenses.....	2
Importance of Discipline.....	3
Importance of Attitude.....	4
Importance of Respect.....	4
Importance of Loyalty.....	4
Eligibility.....	5
Calendar.....	5
Website.....	5
Placement & Challenges.....	5
Program Goals.....	6
Attendance Policy.....	7
Classroom Procedures.....	8
Rehearsal Procedures.....	10
Being a “Kxy Pxrson”.....	11
Performance Procedures.....	12
Leadership.....	13
Officer Responsibilities.....	14
Parent Organization.....	14
Private Lessons.....	15
Director’s Office.....	15
Suggested 4-Year Plan (Scheduling).....	16
Awards & Honors.....	16
Honor Bands, Orchestras, and Festivals.....	16
Field Trips.....	17
Grading Policy.....	17
Participation Contract.....	18

## Introduction

This Handbook serves as a guide for parents and members about the operation and procedures of the CHS Band Program. As a member of this organization, you will be responsible for maintaining the reputation this program has developed, while being an integral part of working to establish it as something of which the members and the school community are proud.

This can only be accomplished through **competence, cooperation, respect, courage,** and most of all **trust**. You are encouraged to take the extra time needed to practice and to use your time wisely so that Band will be **fun** for you and your fellow classmates. **SUPERIOR** is a key word in describing the CHS Band. If every member gives their highest degree of **cooperation** and **respect**, and has a positive **attitude**, **SUPERIOR** will remain the key word. The CHS Band program is a very special group within the school community. It is one of the most active organizations in the school, and as such, requires special talent and character. Members of the Band must realize their commitment to the organization and be team players by attending all rehearsals and performances. Every effort has been made to form a schedule that takes into account the variety of needs of this community, while allowing time for personal and academic growth. You will be expected to adjust your schedule so that the **TEAM** can participate fully.

The director is Mr. **J. DuBois**. Mr. William J. Dubois has been named as the new Director of Bands for Charlotte High. Mr. DuBois is a graduate of Florida Southern College with a Bachelors of Music Education degree, and holds a Master of Music Education degree from the Ohio State University. Mr. DuBois has been fortunate to have the opportunity to work with a number of collegiate, high school, and middle school band programs throughout Florida and Ohio. Mr. DuBois is a proud Charlotte High School alumnus (Class of 1999), having kept continual ties to several of the band programs in the area. Mr. DuBois' professional affiliations include the Music Educators National Conference, the Florida Music Educators Association, the Florida Bandmasters Association, the College Band Directors National Association, the High School Band Directors National Association, the World Association of Symphonic Bands and Ensembles, and the Conductors Guild.

## Program Offerings

**Symphonic Band:** The Symphonic Band is the core ensemble of the CHS Band program and is the key to the growth and success of the CHS Band. Attitude, maturity, ability, and selflessness are key ingredients for participation in this ensemble. Private lessons are highly encouraged. Members of the CHS Symphonic Band are highly encouraged to participate in District and State (if qualified) Solo & Ensemble Assessment, and to audition for All-State and All-County Honor Ensembles. The group consistently performs literature of the highest quality, which requires the utmost in concentration and musical dedication.

Membership in this program requires enrollment in either “Instrumental Ensemble” or “Band” class. These classes will unite to form the Symphonic Band. After school rehearsals will occur on Tuesday evenings throughout the year to ensure that this ensemble may rehearse as a full entity. Concerts include a Fall, Winter, and Spring Concert as well as FBA Concert MPA and other performance opportunities.

- \$70 Fee being collected first week of classes (check made out to Charlotte High School)

**Jazz Ensemble:** Membership in this group is by audition only. This unique performance opportunity explores the world of jazz, emphasizing solo playing and improvisation techniques. Outside practice is required to keep pace with the demanding and fast-paced literature.

**Marching Band:** Membership in this group is open to all students enrolled in the concert band class and is **mandatory** for all newcomers (first year students) to the CHS Program. Marching Band is active in the fall with weekly varsity football games, pep rallies, and local parades. Rehearsals are usually held twice weekly after school during the evening hours. The Marching Band also performs at competitions and the required FBA Marching Band Music Performance Assessment.

- \$225 Participation Fee (being collected the week of band camp starting Aug. 3<sup>rd</sup>, 2009)
- Students will also be required to purchase a uniform pack including gloves, travel shorts, and two 2009-2010 CHS Band shirts for \$35.
- Students will also be required to purchase a pair of Dinkles Marching Shoes for \$25. (Fittings for shoes and uniforms will be 8 AM on August 5, 2009 in the Band Room. Please be prepared to pay by cash and cash only. (Color Guard Members will be fitted for shoes this day as well, these shoes will cost \$28 )

**Color/Indoor Guard:** Membership in this group is by audition. This ensemble is a visual and dance group that performs with the Marching Band as well as participating in an indoor guard association circuit. Members are instructed in the skills of dance, flag, sabre, and rifle technique. The color guard class meets daily with twice weekly (and sometimes more) rehearsals in the evening hours during the Marching Band season.

\*Please see fees associated with Marching Band, pay close attention to shoe fees, etc.

**Please understand that fees associated with these opportunities reflect a conservative budget to cover the several costs associated with the program. An accounting, which by no means reflects all possible expense, would include the following. Transportation costs include busing to and from marching, concert, chamber, and other activities. Equipment costs include instruments, folders, instructional materials, and rehearsal aides. The cost of instructional staff and clinics, uniform cleaning, entry fees, etc. The current fee structure is favorable compared with several programs throughout the state. As future community/corporate/individual support may increase, fee structures will be reassessed to continue to ensure outstanding music education for the students involved. Throughout the year some fundraising opportunities will be provided to help the Band with its costs and to help students earn credits towards their Band fees.**

### **The Importance of Discipline**

Current and previous members have spent many hours building the quality and reputation of the Program to the point that it is a highly respected organization throughout Florida. Pride is built on **superior performance**, **self discipline**, genuine **respect** for other people, **hard work**, and **high standards** of personal conduct and performance. We have worked hard to earn our reputation. When you became a part of this organization, you did so knowing that it has a sound reputation of being a "class" operation. It now becomes your responsibility to not only maintain these standards, but to help **raise them** a notch higher. This Program has become what it is because the people in it do not settle for anything less.

This Program is more than a series of performances developed through an ongoing rehearsal schedule. It may appear we are simply completing one event and immediately starting to prepare for the next. Although we do maintain a busy schedule, there is higher learning taking place that will benefit our students: **DISCIPLINE**. Participation in the Program is so much more than performance preparation; it reinforces the importance of self-discipline as the fundamental of healthy self-esteem, group pride, personal satisfaction, and aesthetic joy. Being in Band teaches students how to master the circumstances of life by putting ambition and skill into action. Our members clearly experience the value of **DISCIPLINE** driven by inspiration, enticed by desire, tempered by reason, and guided by intelligence. Music is grooming them for a successful life.

## **The Importance of Attitude**

Students who have a positive mental **ATTITUDE**, regardless of individual skills, will always have a place in the CHS Band. Regardless of your ability, your attitude must be positive and you must do your personal best to allow the group to succeed. Those who have pride in themselves will usually project a positive mental attitude. Characteristics of a positive mental attitude include a generally cheerful outlook towards rehearsals and performances, cooperation in the preparation and maintenance of equipment and facilities, and an eagerness to do what is necessary to be successful. The total member is someone who is always willing to give his/her best for the good of the organization. Students with poor, self-defeating attitudes will not be tolerated in this program. Those who insist on projecting a **NEGATIVE ATTITUDE** will be asked to leave the Program, regardless of talent or ability.

## **The Importance of Respect**

We emphasize the importance of respect. Students realize that respect makes the Program a better place. This includes **RESPECT** for each other, **RESPECT** for oneself, and **RESPECT** for the staff and the school in general. We also believe that the real source of power is **RESPECT**, not fear. If one's power is based on fear, then the power gradually destroys itself. We have tried to instill a sense of self-power in all our students. By this we mean that we know all students are capable of directing themselves to follow the rules. It is much better for them to develop insight, independence, initiative, and a sense of moral purpose than it is for us to hold our power over them.

## **The Importance of Loyalty**

As a member of this Program, you will make lifelong friends. You will belong to a team that will sacrifice its individuality for a common purpose. All of the hard work you are going to put in this year will be complimented by the hard work of your fellow members. The feeling of "team," however, is only achieved through **LOYALTY**. **LOYALTY** to your friends, **LOYALTY** to yourself, and **LOYALTY** to the Program. It is that very **LOYALTY** that will lead to continued success and a Program you will be proud of long after you graduate. Getting along with each other in our complex society is an obligation and a responsibility. Antisocial behavior only breeds the same from others. Excessive talking, rumor-mongering, bad manners, rudeness, and apathy are all forms of antisocial behavior. Both in and out of uniform, treat others the way you would like to be treated. If you are **LOYAL** to your Program and your friends, they will be **LOYAL** to you in return, through both good and bad times.

## **Eligibility Policy**

State Law and the Charlotte County School Board require that each student participating in a competition or Festival/Evaluation must maintain a GPA of 2.0 or higher the previous grading period, or at the time of participation, in order to participate in that Music Performance Assessment or Competition. Some scenarios may be guided by provisions relating to the grade point average required for 9<sup>th</sup> & 10<sup>th</sup> grade student participation in interscholastic extracurricular student activities and requiring a contract to be executed upon a student's falling below the required cumulative GPA.

## **Official Calendar**

The official calendar will be maintained on the Band website. Please check this site for additions and changes and put all dates in your planner for easy referral. Grading is partially based on attendance at events listed in this official calendar, so be sure you check it often. If you don't have Internet Access, please ask for a printed copy.

## **Website**

The official website of the CHS Band is [www.silverkingband.net](http://www.silverkingband.net). We have worked hard to make this a comprehensive site that includes resources of import. Please visit the website and return often to recognize updates or changes.

## **Placement & Challenges**

Multiple concert ensembles may be formed as student participation grows. Placement of students into one of the concert ensembles is at the "discretion" of the Director, which is based on knowledge of the playing ability, instrumentation needs of the ensemble, and attitude of the student. The goal is to develop well-balanced ensembles that will function independently at the highest level of excellence. There are no "part assignments" as such. Part assignments will be different for each literature selection. Because of this approach, "part challenges" will not be necessary.

## **Goals of the Program**

The goals of the CHS Band Program are based on the concept that music is an essential part of life, integral in the development of the whole person, and vital for the advancement of civilization. The quality of life is improved by physical, emotional, social, and cognitive growth experiences through meaningful, sequential study in music.

### **Guiding Principles that will help develop these Goals:**

- Learning through music is a lifelong process; successful learners are lifelong learners.
- All students are entitled to music literacy, which enhances their ability to learn.
- Learning in music promotes the investigation of old and new ideas, critical thinking and aesthetic awareness.
- Music education reinforces all other curricula by connecting concepts and processes to everyday life.
- The study of music fosters acceptance and understanding of cultural diversity.
- Excellence in music grows from shared commitment by teachers, parents, and the community.

### **In agreement with Florida's State Standards, the CHS Band student will:**

- Perform on instruments, alone and with others, a varied repertoire of music (skills and techniques).
- Read and notate music (skills and techniques).
- Improvise melodies, variations, and accompaniments (creation and communication).
- Compose and arrange music within specific guidelines (creation and communication).
- Understand music in relation to history and culture (cultural and historical connections).
- Listen to, analyze and describe music (aesthetic and critical analysis).
- Evaluate music and music performance (aesthetic and critical analysis).
- Understand the relationship between music, the arts, and disciplines outside the arts (applications to life).

## Attendance Policy

Attendance at rehearsals and performances is 100% **REQUIRED** and **NECESSARY**. All scheduled rehearsals and those announced with at least **two weeks'** notice are mandatory and graded components of the requirements for the classes. Only by prearranged plans may a rehearsal or performance be missed (this includes all sectional, full ensemble, and special rehearsals (see Rehearsal & Performance section)). Other absences will be reviewed and dealt with according to the circumstances surrounding the absence. All rehearsals and performances held after normal school hours are considered an extension of the school day and are treated as part of the class requirements. After school rehearsals and performances for Band are co-curricular, as per the Charlotte County School Board and the DOE approved Florida School Music Association. They are **NOT** extra-curricular, and cannot be used as such to avoid its responsibilities. Please note that it is impossible to really "make up" a performance or rehearsal if missed. Other members will carry an extra burden when people are absent. Make-up work is provided only to help "protect your grade," but no performance or rehearsal absence can truly be made up in terms of what it does to affect the **CHEMISTRY** of the **TEAM**.

Punctuality is also an important issue for the CHS Band. While it may seem harmless to show up to events two or three minutes late, in the real world, people may be fired for being even one minute late. Work on punctuality now, and you will never have to worry about it in the future. We suggest always planning to arrive five minutes earlier than necessary to ensure that you will not be late. Remember the motto: **Early is On Time, On Time is Late, Late is Unthinkable!** If we are leaving the school for a performance and you are late by even one minute, you may be left behind, even if you have paid for a field trip. **PUNCTUALITY** is a key word in this program. Be early always!

Unexcused absences during marching season may result in loss of your marching spot (placed on alternate status). We also will not tolerate the ever-popular "three-hour illness." We understand that rehearsals, no matter which group, are not always easy, and that there will be times when these rehearsals conflict with homework and social or personal time. However, we do not call rehearsals without intent. Make every effort to be there.

If you are going to miss a rehearsal, marching or concert band, excused or unexcused, or going to be late, you **MUST** call the Band Office at (941)575-5450, ext. 3402 and let us know. There is a practical reason for this: You are a part of our family, and we like to know that you are safe at all times. If you are not with us at rehearsal, we want to know where you are. Especially in this day and age, it is important for us to know that you are safe and sound. Additionally, if you are going to be absent from a rehearsal or performance, we need a note from your parents with a clear outline of the reasons why you must miss the rehearsal/performance, as well as a phone number where they can be contacted. This note must be in our hands no later than one week prior to the absence, or the absence will automatically count as unexcused.

Please note that doctor and/or dentist appointments are **NOT EXCUSED**. We rehearse on a limited basis, and that rehearsal time is very valuable to us as a **TEAM**. Please demonstrate your loyalty to the program by arranging your appointments **AROUND** rehearsals. Everyone will appreciate it.

### Unexcused Absences

- doctor/dentist appointment
- homework/studying for a Test
- driving exam
- couldn't get a ride (call us, we can always find you a ride)
- work (post your band schedule at work so that they do not schedule you. Employers are not allowed to interfere with school).
- club meetings
- detentions

### Excused Absences

- sick from school (not just staying home due to test or missed assignments – **still need to call – we don't know why you are absent**)
- death in the family
- serious Injury
- wedding
- religious holiday.
- receiving a Pulitzer Prize for Music
- receiving an Oscar for Best Soundtrack
- other emergencies on a case-by-case basis.
- tardiness will result in grade penalty.

## Classroom Procedures

Some very specific behavior is expected of all students of the CHS Band Program. Failure to follow these procedures will result in disciplinary actions, including **detentions**, **referrals**, or even **expulsion** from the Program. We do not tolerate disrespect. Follow the rules, and your time here will be enjoyable.

- Students will be inside the Rehearsal Room **before** the tardy bell sounds. At two minutes after the bell, students are expected to be in their seats with instrument, music, and necessary materials. There will be **silence** in the Rehearsal Room when someone steps onto the podium. Failure to be in your seat will result in detentions for tardiness.
- When entering the Rehearsal Room, dispose of all food and beverages. Cases should be left in the instrument storage room in their assigned area or in your locker, **not** around the Rehearsal Room, as they are unnecessary obstructions in the rehearsal area.
- Warm-up is a crucial time in each rehearsal. This is when we focus on the fundamentals so that we may improve both as a group and as individuals. **Do not** make obnoxious sounds or try to play the highest notes possible. Use this time to set your mind up for the musical experience to follow. Warm up musically and you will be musical. Warm up in the incorrect manner, and you will make noise instead of music.
- Brass players should have all necessary mutes and valve oil ready. Reed players should have **at least** one spare reed at their seat during rehearsal. Ideally, you should have four to five "good" reeds that you rotate from day to day. Your reeds will last longer and you will get better play from them if you do not use the same reed all the time.

- Percussionists must each have their own stick bag with a pair of concert snare drum sticks, mallets, and timpani sticks during band class. Make sure you have all of the required equipment needed to perform on your assigned instrument. Percussion equipment is to be put away at the conclusion of rehearsal unless another band class is to follow that uses the same equipment. All mallets should be put away at all times to avoid equipment problems. Percussionists are not allowed to “hang out” anywhere during rehearsal, nor to sleep or sit down. This is what being a percussionist is all about: focused intensity at all times.
- Talking during rehearsals should be kept to a minimum. Any necessary talking should be about the music we are studying and should never be a distraction to the conductor or other students. When the conductor is on the podium there is **no talking**, when the conductor steps off the podium you may talk quietly **if** at all necessary. When an adult walks into the room, you will cease all talking.
- Always pick up any trash left behind by inconsiderate members. The Rehearsal Room is like your home away from home...let’s all keep it clean. If you see garbage, pick it up and throw it away. Keep the instrument storage room clean and free of debris, lest it become a haven for pests. Do we need to remind you that your instruments are stored in there? Are you sure you want rodents or insects hanging around the instrument storage room?
- School-owned instruments and equipment become the responsibility of the student to whom they are assigned. Any damage other than normal wear will need to be repaired at the student’s expense. Individual instruments must always be maintained in top playing condition. Always show the director your instrument before taking it in for repairs. Remember that horseplay can cause damage to instruments and equipment. Be careful with your own instrument, place it out of harm's way if it is necessary for you to put it down, and never play around with or play on anyone else's instrument. Members are responsible for all equipment, including music, which is issued to them. Replacement fees will be charged for lost music, folders, or other equipment.

## Rehearsal Procedures

We all look forward to the performance, but the SUPERIOR RATING or FIRST PLACE is achieved **during** the rehearsal. Rehearsals are mandatory for producing any fine organization; they are not called “for the fun of it,” but rather to perfect aspects of our Program, be they marching or concert, Band, or Color Guard. All members will follow these basic procedures during both marching and/or concert rehearsals:

- **EARLY IS ON TIME, ON TIME IS LATE, LATE IS UNTHINKABLE!** You are expected to be on time to each rehearsal. Tardiness will result in you not receiving full credit for that rehearsal, even if you are only a few minutes tardy. Excused tardies are certainly allowed, provided you have called ahead and are not excessively tardy.
- Students may become alternates in Marching Band, may not be allowed to perform, or in extreme cases may be removed from the Program if their participation, attitude, attendance, or behavior is not in the best interest of the Program. If you are an alternate, you are still expected to attend all rehearsals and performances of the Marching Band. Excessive tardiness for marching band may result in the loss of your spot.
- Electronic devices (cell phones, portable music players, portable gaming systems, etc.) will not be seen during rehearsal or performance situations. If seen, these items may be immediately confiscated by the director and delivered to the CHS administration. Retrieval of these items will then require parent visitation.
- You must wear appropriate apparel for marching rehearsals. Jeans and flip-flops are **NOT ALLOWED**. We suggest dark colored shorts, a light-colored t-shirt, and sturdy sneakers that support your ankles.
- No unauthorized playing of instruments outside the Rehearsal Room or to and from the Practice Field. There are other classes and clubs at CHS, and we must be considerate of others. Limit all playing to the Rehearsal Room or the Practice Field.
- Your instrument, equipment, and other necessary equipment (such as pencils, drill charts, dot books, etc.) are required at all rehearsals unless otherwise instructed.
- A request to be excused from any rehearsal must be made **at least one week in advance**, in writing (email acceptable) **and by phone**, from the parent. Special cases will be considered in emergencies. Work, non-emergency medical appointments, other clubs and activities, and too much homework are **NOT** valid excuses for missing this required graded component of the class (please see the **Grading Procedures** section). Help keep rehearsals to a minimum by following the calendar and avoiding conflicts. One person missing hurts the entire organization and the performance level of the ensemble. Plan ahead and post your schedule at work. We suggest that you enter all rehearsal and performance dates in your school planner and check it often so as not to have any conflicts.
- Gum, food or drinks are **never** allowed in the Rehearsal Room or on the practice field during rehearsals. The only exception is bottled water, provided it does not disrupt rehearsal. It is your responsibility to make sure that others follow this rule as well. Keep the Rehearsal Room clean and free of pests!

- If you are going to miss a rehearsal or performance, for **ANY** reason, you must call the Band Office at (941)575-5450 ext. 3402 and let us know. This applies **even** if the absence is unexcused. We want to know you are safe. If you were absent from school, we still expect a phone call if a rehearsal or performance will be missed.
- All Charlotte County and Charlotte High School policies and rules are in effect during each and every rehearsal of the CHS Band. Failure to follow the rules could result in school disciplinary action, including detentions, referrals, suspension, and even expulsion.

### **A Little Story**

Some students invariably ask “What is the big deal if I miss rehearsal. I am just one person...they can do without me.” “I’ve never missed a rehearsal before.” Or “I know my part.” To students (and parents) that would ask such questions, we present the following story:

### **On Being a “Kxy Pxrson”**

Xvxn though my typxwritxr is an old modxl, it works quitx wxll xxcxpt for onx kxy. Thxrx arx forty-six kxys that function wxll xnough, but just onx kxy not working makxs thx diffxrxncx. Somxtimxs it sxxms to mx that an xnsxmble is somxwhat likx my typxwritxr: Not all thx kxys arx working propxrly. You may say, “Wxll, I am only onx pxrson; it won’t makx much of a diffxrxncx.” But you sxx, thx xnsxmble, to bx xffxctivx, nxxds thx activx participation of vxvry pxrson.

So thx nxxt timx you think you arx only onx pxrson and that your xffort is not nxxdxd, rxmxmbr my typxwritxr and rxalizx this: You arx a kxy pxrson, and you arx nxxdxd vxvry much.

## Marching Band Performance Procedures

(Some of these also apply to other non marching band performance situations)

Performances are the culmination of many long hours of rehearsal. They are the reward, the release, the moment it all comes together, the TEST or EXAM. Performance opportunities at CHS are wide and varied, and include football games, marching contests, marching assessments, parades, concerts, festivals, solo & ensemble performances, pep rallies, and many more. Some very specific behavior is expected out of you at performances. All members will follow these basic procedures during both marching and/or concert performances:

- Football Games are **PERFORMANCES!** You must act appropriately and focused at all times. There must be control in performance, even of celebratory and fun performance.
- Plumes, when worn, will be both attached and removed by gloved chaperones. Students will refrain from touching plumes, as damage may result.
- Students' hair must not touch the collar of the uniform. Hair that does not naturally meet this guideline must be pinned-up prior to inspection.
- "Minimal" make-up may be permitted while in uniform. The definition of minimal is subject to director inspection. Use of make-up is discouraged, as it may result in damage to the uniform. Liquid foundations are expressly prohibited due to the risk of damage to uniform collars.
- No jewelry of any kind, including earrings, is to be worn while in uniform. Jewelry should not be brought to performance situations. Neither staff or chaperones will take possession of or "hold" jewelry for students.
- All members are **REQUIRED** to travel together to and from all performances.
- Smoking or the **use of tobacco** products while in uniform or as a representative of the Program is not allowed.
- Automatic suspension from school & removal from the Program will result from the use of alcohol or drugs.
- All School and County Student Conduct Policies will be in effect during all functions.
- Public display of affection while with the Program should be discrete and reserved.
- When traveling with or representing the CHS Band, remain at all times a proud, mature example of advanced musicianship. Careless actions can ruin travel opportunities for years to come.
- Band shirts are required under Band uniforms for every performance.
- Assigned buses will be boarded orderly when instructed to do so.
- (Whenever possible) Before unloading from buses, you must be in full uniform.
- After unloading, line up in block formation quietly, without playing of instruments or talking.
- While entering the stadium, the Band will remain in line, quiet, marching to cadence or tap. Move to assigned seats, remain standing facing forward in files, at attention, until instructed to sit.
- Remain in your assigned sections unless given permission to move about.
- Do not play unless directed to do so. Have a good time, but please follow the rules.
- Guest and relatives of Band members are not allowed in the Band Area unless they are chaperones.

- Stay in **FULL UNIFORM** at all times unless otherwise directed by Chaperones or Director. Hats are to be removed while in the stands.
- Water will be provided during the game.
- No food or drink (besides water) will be permitted in the stands.
- All Band members must be accompanied when leaving the Band area for any reason.
- Music folios and music lyres are required at all games. Music checks will be made.
- Be prepared to play at any time during the game. We are there to help support the team and the best way to accomplish that is to play appropriate music.
- After the game is completed and Alma Mater played, line up as directed to return to the bus area.
- When returning to school on buses, uniforms must remain on until dismissal at school.
- When re-entering the Rehearsal Room after a football game, there is to be **complete silence** and focus.
- Leave the Rehearsal Room neat and free from hangers and trash before leaving for the night.
- Uniforms/hats are to be hung and placed in the proper storage areas before leaving.
- Always remember to take items home (shoes, socks, caps).
- Do not leave band shoes in the Rehearsal Room. They will become the property of the Band Department.
- Normal conversations in low voices are permitted on the buses. No singing, loud talking and screaming. All Charlotte County Bus rules will be enforced by the driver and Chaperones.
- Chaperones are agents of the school and are due all consideration and respect from each member. Anyone being disrespectful to chaperones in any manner will be referred to the appropriate Administrator.

### **Band Leadership**

The CHS Band Program wishes to establish a long tradition of responsible and mature student leadership that lends assistance to the Director and helps the band members achieve high degrees of success. To be a student leader is one of the greatest honors achievable in the band program. Considerations involved in selecting student leadership include the following considerations:

- Maintain a B average or higher in Band.
- Must be enrolled in the CHS Band program for at least one year.
- Must have no unexcused absences from Band activities.
- Must maintain a 2.0 GPA or higher.
- Must demonstrate dedication to the Band program and its goals.
- Must have the recommendation of the Band Director.
- Must meet specific requirements for band staff positions.
- Must have good school attendance.
- Must fill out appropriate forms and may be interviewed for positions.
- Must participate in all special band functions (pep bands, etc.)

That having been said, all appointments to student leadership are made solely by the director.

## **Band Officers and Basic Areas of Responsibility**

(These guidelines apply to current officer structure)

**Drum Major(s)**- To be eligible for Drum Major, the applicant must be an incoming sophomore, junior, or senior, a member of the Marching Band each year that they have been enrolled at CHS, and be in good standing with the Director(s). If you cannot accept the reality that you may not be chosen, then you should not try out for this position. Your intentions must be for the good of the band, not for yourself.

**Band Captain**- Oversees all officers and reports directly to the Band Director(s). While on the field, the Band Captain works with the Drum Major(s) by being an **exemplary** marcher and musician. After marching season, the Band Captain assists the Band Director(s) with planning, recruiting, and the general well-being of the program.

**Section Principal(s)**- Responsible musically and otherwise for his/her section. This position may or may not be filled and is appointed by the Director(s). Audition is not considered.

**Librarian (1-4)** - Responsible for the issue and maintenance of music and the music library.

## **Band Parents Organization**

Take a look at any successful high school band program and you will find that a vibrant parent organization supporting it. The CHS Band is no exception. Our excellent students are complimented by hard-working parents. If you are the parent of a new member, please join us!!

Boosters collaborate with the Director to “boost” the band through support and enhancement. Boosters provide chaperones and volunteers for band events and activities. Boosters also organize and implement fundraising activities to augment the school’s available resources.

Boosters activities include, but are not limited to: organization and implementation of fundraising, chaperone provisioning, uniform maintenance, and support and advocacy.

## **How can I be a Supportive Band Parent?**

Attend monthly Booster meetings held in the Band Room. These meetings will discuss what can be done to assist the members in their journey through our program, fundraising opportunities, and the general day-to-day operation of the Band Boosters.

Volunteer for parent committees. There are many different tasks with which we need your assistance. Everyone can find a niche that suits their expertise: chaperones, uniforms, transportation, equipment, sewing, meals, and publicity are a few of the many possibilities.

Be supportive of the Program and your child's participation by:

- a. Assisting your child to be prepared and punctual for every rehearsal and performance.
- b. Notifying Directors if your child is to be absent or late for performance or rehearsal.
- c. Encouraging your child to practice at home and help him/her find a quiet place to do so.
- d. Showing your interest and support in your child's music study by attending performances.
- e. Discussing with Directors anything that will help them understand and better serve your child.
- f. Arranging for private lessons for your child, if at all possible.

### **Private Lessons**

Private Lessons are the key to developing an outstanding musical organization. Students who study their instrument privately with a professional show rapid improvement in individual musicianship. As these students improve, their excitement toward practicing increases, they continue to improve and become a stronger contributor to the overall success of the Program. The Director will assist you if you need help finding a private instructor. You can also find names of instructors on our website. Private lessons are the key to excellence on your instrument, start as soon as possible!

### **Director's Office**

The Director's Office at Charlotte High School is the business office of the CHS Director and Boosters. Students are not to be in the office without permission of the director. All rehearsal times are published well in advance, parents should not need a phone call to verify that we have dismissed on time. If there are any questions regarding the Program, please don't hesitate to call the office at (941) 575-5450 ext. 3402 and leave a message on voice mail. Your call will be returned as soon as possible.

## **Suggested Four-Year Plan/ Academic Advising**

Scheduling can become a complex matter of balancing academic needs and fulfilling mandated requirements. Do not hesitate to schedule a time to discuss planning to participate fully in the CHS Band program. Middle school students (as early as entering 7<sup>th</sup> grade) may schedule a time to come and speak with the director about how classes taken or not taken may impact the flexibility of their schedules during their CHS career. Any student can have full experience with the band program at CHS, however, foresight and planning can increase the breadth and depth of their experience.

## **Awards & Honors**

The annual awards banquet will be held in late spring. Awards and recognitions will be made for the many outstanding achievements within the Band program. Awards provide a basis for maintaining the quality and high standards of our program. Awards will be presented based on participation in **ALL** aspects of the Program, including attendance.

## **Honor Bands, Festivals, and other Activities**

**All-State Band & Orchestra-** Auditions held in September. All-State groups perform in early January. Student cost involved. Students who make All-State are the hardest working and most dedicated students in a program. Through much practice, they earn the right to be considered among the best high school players in the State of Florida.

**Festival of Winds, Tri-State, South Florida Honors Band-** Students apply through the Director, each band is filled by recommendation. Festival of Winds (Tampa, sponsored by USF and occurring in December) and the South Florida Honors Band (Coral Gables, sponsored by UM) usually allows all classes, while Tri-State (encompassing students from the states of Alabama, Georgia, and Florida and sponsored by FSU occurring in early December in Tallahassee) allows only Juniors and Seniors. Student cost involved.

**FBA Marching Band Performance Assessment -** Held in early November . This is the biggest event during marching season.

**District Solo & Ensemble Performance Assessment -** All members are eligible, held in mid February. Student cost involved. Students must secure an accompanist. For more information see the Director.

**District Concert Music Performance Assessment -** Evaluation of bands by judges in concert performance and sight-reading, typically held in mid-March.

**District Jazz Band Music Performance Assessment** - Evaluation of jazz bands by judges in concert performance, typically held in mid February. Both Jazz Ensembles attend this Evaluation.

**State Solo & Ensemble Performance Assessment** - Must earn a Superior rating at the District level performing a Grade 5 or higher. Usually held in April. Student cost involved (accompanist, entry fee and travel).

**State Jazz Band Music Performance Assessment** – Jazz Ensemble must earn a Superior rating at the District level. Held in April.

**State Band Music Performance Assessment** –Must earn a Superior rating at the District level. Held in April or early May.

### **Trips**

Certain years, the Band may make an overnight trip, provided student participation is adequate for a successful performance. Trips are announced several months in advance, and monies paid toward a trip will be non-refundable after an announced date. Monies may come from the individual student's account, and may be raised through several fundraisers the Program provides.

The Music Program has the intent to alternate trips of a domestic variety (within the continental United States) with international and/or overseas trips. The Band has also taken one-night trips to local venues, such as State Festival, Conventions, or even football games such as away games to Key West.

When on trips, all School and Program rules apply. Members who disobey the rules and whose general conduct and attitude towards the trip and its participants is determined to be detrimental to the rest of the group will be sent home at their parents' expense, and face severe disciplinary actions upon their return to school. Remember, young adults do not roughhouse or damage property. As CHS Band members you reflect not only the values you learn at CHS, but those of your community as well. Members are expected to be at the right place, at the right time, with the right equipment, ready to go!

### **Grading Policy**

Course syllabi will be distributed for each academic class during the first week of the semester.

**CHS 2009 – 2010 Participation Contract**  
**May be accessed at [www.silverkingband.net](http://www.silverkingband.net)**

**This contract must be signed by both parent and student. By signing this form, you state that you have read and understand the policies outlined in this Handbook, and will abide by them. Please read each section carefully so that you fully understand what is expected of you by the CHS Band Program. (Failure to acknowledge receipt and understanding of these procedures and rules does not exclude participants from said guidelines. )**

**Parent**

Print Name \_\_\_\_\_ Signature \_\_\_\_\_

Email Address (please **PRINT** clearly): \_\_\_\_\_

**Student**

Print Name \_\_\_\_\_ Signature \_\_\_\_\_

Email Address (please **PRINT** clearly): \_\_\_\_\_

Musically Yours,

**J. DuBois**