

Liberty High School



Band Handbook revised 5/19/17

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Dr. Donald Malpass, director

The success of any organization is dependent upon the spirit, pride, leadership, teamwork, dedication, and cooperation of its members. Certain rules, policies, and procedures are necessary so that the overall goals of the group are met and the welfare of each individual member is best served.

By accepting membership in the Liberty High School Band, you are agreeing to perform to the best of your abilities and work together with the band staff in making this year's band the finest musical organization that our combined efforts can produce. In order for this to occur, students will need to be responsible, attentive, and respectful, have a positive attitude, and follow the CCSD code of conduct. The director will do his best to ensure that every student will be provided the opportunity to be successful, regardless of their ability as an incoming student or of their career ambitions following graduation.

The Liberty band staff has developed this handbook to familiarize each band member with the general operation and procedures of the Sound of Liberty band and standards by which all band members are expected to conduct themselves. The handbook is not intended to be all-inclusive, as every possible situation and question cannot be predicted in advance; however, a thorough knowledge of these materials is essential to the smooth operation and success of the band this year.

Required: Join the Sound of Liberty Facebook Page

- Go to www.facebook.com and create an account. Feel free to use a fake name for security if needed.
- Once you have an account created, on the search bar, search for: Sound of Liberty Bands.
 - Request to join the group.
- This is the **informational hub** for the entire band program at Liberty High School. Audition results, announcements, reminders, and everything in between will be posted on the Facebook page.
 - PARENTS are not only allowed to sign up, we WANT you to sign up! Be a part of the Sound of Liberty Bands Facebook page as well!

Receive Text Reminders Through Remind 101:

- This is a one-way communication service that allows us to send text message reminders to students and parents regarding the 2017 marching band
- Enter this number: 81010
- Text this message: @2017marc
- A message will appear asking for your name. Please put in your FIRST and LAST name.
 - PARENTS are not only allowed to sign up, we WANT you to sign up for this service. We make a promise right now that we will not SPAM or send you excessive reminders.
- Other class codes are as follows:
 - Wind Ensemble: @2017winde
 - Symphonic Band: @492669
 - Freshman Band: @dk74b
 - Winter Drumline: @2017pul

Become Familiar with Our Website:

www.soundoflibertybands.com

- Observe the LHS Band Calendar located on the bottom of the home page with every date, time, and location of every event throughout the year.
 - This makes it easier to plan with your schedule.
 - Many parents and students sync this calendar with their smartphone.
- Located right above the calendar is an announcement board where you can find details on any large-scale event we host or participate in, such as marching band competitions, our annual Holiday Dinner and Silent Auction, and many more events.
- Check out the Parents & Students area of the website.
 - Here you will find music for all ensembles, marching drill, practice resources, and forms you may need to complete for the 2017 season.

We Use Google Classroom to Assess All Students

www.classroom.google.com

- We embrace technology in the Liberty HS Band classroom to aid in communication and assessment.
- Every student in CCSD is issued a district email address, which grants him/her access to Google Classroom. If your student doesn't have a Google Classroom account, **don't worry**, your student will get the account information at the start of the school year.
- All playing tests for the 2017-18 school year are to be uploaded on to the Google Classroom.
 - The tests are uploaded as a video (preferred) or audio files.
 - Students who do not have a device to record themselves should purchase one as soon as possible. Most students use their smartphone and download the FREE Google Classroom app to upload their tests. ☺
 - We do this to give your student the best possible testing environment possible: HIS/HER OWN! They can complete their test in the comfort of their own home, at their own pace, and without taking away instruction time.
 - This also allows the staff in the Liberty HS Band to give constructive feedback to all students to aid in their development as a musician.

General Information for All Bands

Goals

Mental and physical discipline

- Develop powers of concentration
- Memorize music
- Learn techniques of preparation as they relate to group and individual performances
- Develop self and group discipline

Citizenship through group endeavor

- Develop leadership abilities
- Develop responsibility
- Develop ability to cooperate with others and to work as a team member
- Develop diligence
- Develop mutual respect

Physical conditioning

- Develop strength, stamina, endurance and coordination

Cultural growth

- Provide opportunities to attain knowledge of music history through performance of various types of instrumental literature

Valued musical judgments

- Ability to make valued musical judgments through critical listening
- Recognition of quality of sound, pitch, style, tempo, rhythm, blend, balance, phrasing, dynamics, and articulation

Music theory

- Understand and correctly apply note values and rests, keys, key signatures, scales, musical terms, signs, and symbols
- Develop ear training/listening skills to recognize and tune pitches and intervals

Proper instrumental technique

- Care of the instrument
- Assume correct posture and playing position
- Develop embouchure/stick grip/hand position
- Develop characteristic instrumental tone
- Develop proper breathing techniques
- Develop technical instrumental proficiency (fingering, articulation, rudiments, scales, etc.)

Creative self-expression

- Express oneself in every performance experience
- Explore careers and other means to experience music

In addition, the Liberty High School Band will strive to:

- Provide any interested student with opportunities for musical knowledge, musical fellowship, and fun through participation in band
- Provide for the mental, physical, social, and emotional development of students
- Instill pride and discipline in each student
- Provide each student with solo and group endeavors to achieve personal goals and satisfaction
- Provide basic psychological needs such as recognition, belonging, self-respect, and a feeling of achievement

GENERAL CONDUCT AND EXPECTATIONS:

Students in band serve as representatives of the school and school district at many public extracurricular functions. Membership in these organizations is a **privilege** and it is within the right of any director to **deny membership** to a student if he believes they would not positively represent the organization. Band members will observe all policies set forth by CCS, in addition to the following, as they pertain to the instrumental music setting:

- Any behavior, which is not representative of good citizenship, including but not limited to use of **illegal substances**, or tobacco will result in the student's dismissal from the activity at hand as well as the band program. This also applies to the actions of students in both public and private events, inside and outside of school.
- Display of profanity, temper, flagrant violation of rules, insubordination etc., will not be tolerated.
- Students will follow directors' instructions.
- Students will be in their assigned rehearsal area ready to work at the set rehearsal time with all equipment, including music, pencil, instrument, and all supplies (see detailed supply list for each instrument).
- Students will keep hands, feet, and other objects to themselves.
- Students will not use or play on equipment they do not own without permission from a director.
- Students will not touch, handle, borrow, or use anyone else's instrument, uniform, or personal belongings.
- Students should request permission to speak by raising their hand and waiting to be acknowledged. All rehearsals are expected to be **silent** so that time will be utilized wisely and as efficiently as possible.
- When allowed in the band room, either before or after school, students will not disturb any rehearsal in progress.
- Students will respect the property of others, and return their equipment to its proper storage place when not in use. Students should keep their equipment in the designated lockers, and keep said locker clean and neat in appearance. *Students who demonstrate great difficulty with this may lose the privilege of having a locker in the band room.*

- Students will not deface or mark on music stands, chairs, walls, etc.
- Students will not write on the dry-erase board without permission from a director.

CARE OF THE BAND FACILITIES

Refreshments

No gum, food or drinks are allowed in the building except when authorized by the directors.

Litter

All trash (paper, broken reeds/drum sticks, etc.) is to be deposited in the wastebaskets provided.

Vandalism

Acts of vandalism or the willful misuse of school property will be dealt with **severely** and appropriately including dean intervention, and possibly removal from the program. **Every band member is responsible to help** the directors monitor the facility and control vandalism, which includes writing or carving on walls, destroying music, or breaking school property.

Practice & Ensemble Rooms

Are designed for practicing, not social gatherings.

Office

Please knock, and **if** you are invited in, you may enter. Otherwise, the office is off limits to students. Students may not use the directors' phone without permission. No student is allowed in the office without an adult, teacher, or staff member.

Please follow the chain of command when asking questions. Questions should be directed to section leaders, captain, or drum majors before asking a director. This is to prevent interruptions and enhance rehearsal efficiency.

ATTENDANCE

In order to have and maintain a high quality band program, **attendance from all members is essential.** While the LHS Band follows all school and district policies and procedures, the following additional guidelines outline the attendance procedures and policies for the LHS Band. These attendance guidelines also apply to activities held outside of the school day. Poor attendance or lack of communication can result in a reduced grade or loss of performance opportunity.

Roll Check

Roll will be taken and documented promptly at the start of every rehearsal either by a director or student leader.

Tardiness

Students not in their designated area at the appropriate time will be marked tardy. A tardy will be converted to a mark of absent 25 minutes after the rehearsal begins.

- **1st tardy** – Teacher Action
- **2nd tardy** – Teacher Action
- **3rd tardy** – Parent Contact
- **4th tardy** – Deans' Referral
- **5 or more** – Deans' Referral
- If problem persists, student will not be able to perform at any event

Excused Tardiness

Tardiness may be excused at the discretion of the directors if communication is made. Test make-ups, appointments etc. **will not** be an excuse for tardiness unless prior arrangements are made with written documentation.

Absence

Students not present at the appropriate time will be marked absent and **lose points** from their grade regardless of excused or unexcused absence.

- A student who is absent before a performance **may be ineligible to perform**
- A student who is absent for any reason and any rehearsal may be asked to sit out of a performance regardless of when the rehearsal takes place

Excused Absence

Absences will be excused at the discretion of the directors. **Appointments, make-ups, etc. will not be an excuse for absence.** Absences due to personal illness requiring medical attention, death in the family, or other extenuating circumstances (approved by director) may be excused. Students who are continually ill may be required to provide a doctor's note releasing them from participation in order to ensure the well-being of the child and to reduce concerns of the band directors. If in doubt, an absence should be checked with a director.

Special note: Students have **two afternoons free** per week (Tuesday and Thursdays) during the marching band season. These days should be used for appointments and routine professional visits. During the concert season, students will generally be responsible for only ONE weekly section rehearsal and group rehearsals as needed. Thus, students will have ample days available for tutorials and appointments.

Unexcused Absence

Students who have an unexcused absence may be subject to one or more of the following consequences at the discretion of the directors:

- **Make up missed time.**
- **Loss of performance.**
- Removal from the program, and/or loss of physical education waiver.

Parents will be notified immediately, as well as marked in Infinite Campus with a loss of points. Students who miss a rehearsal before a performance, excused or unexcused, may NOT be eligible to perform. Students who have unexcused tardies for two rehearsals leading up to the performance may NOT be eligible to perform.

DAILY SUPPLIES

The following list is what each student should plan to bring to the appropriate rehearsal and/or performance. Other items may be added at the discretion of the directors.

- All issued music
- Pencil
- Instrument
- All supplies relative to his/her instrument
- All marching related equipment (during marching season)
 - Drill/dot book/lanyard/coordinate sheet
- Music folder
- Other marching equipment as needed (could vary from year to year)

In addition, a metronome and tuner MUST be part of a band member's tools for home practice.

The following list for each instrument is comprised of preferred or highly recommended supplies and equipment. Any deviance from this list should be approved by a director. Private lesson teachers may make recommendations that stray from this list after consulting with a LHS band director.

Flutes

- Tuning and cleaning rod
- Cleaning cloth
- Key oil
- Approved type instrument (see list below)
- Screwdriver Set (Do not make any adjustments to your instrument unless approved by Dr. Malpass)

Clarinets

- Three good playable reeds. Vandoren Blue Box, and V-12s or 21s are the approved reeds.
 - Plastic Légère reeds recommended for marching band
- Teeth guard
- Ligature (Bonade or Rovner Leather, or Inverted metal strongly recommended)
- Proper mouthpiece with cap (Vandoren 5 RV Lyre)
- Key oil (Case Storage)
- Bore oil (Home Storage)
- Cleaning swab (silk handkerchief style, with covered weight)
- Approved type instrument (Buffet R13 preferred)
- Cork grease

Saxes /Bass Clarinet as applicable

- Three good playable reeds. Vandoren is the approved reed.
 - Plastic Légère reeds recommended for marching band
- Reed guard
- Ligature (Bonade or Rovner, Inverted strongly recommended)
- Proper mouthpiece (Selmer C star)
- Neck Strap (Bass Clarinet players included)
- Pad and neck saver
- Approved type instrument

Trumpet

- Valve oil (Al Cass)
- Polishing cloth

- Mouthpiece (Bach 5c or 3c) or other director approved mouthpiece
- Approved type instrument

French Horn

- Valve/Rotary oil - (Al Cass - Marching Horn) (Holton Rotary - Concert Horn)
- Polishing cloth
- Approved mouthpiece (Holton Farkas)
- Approved type instrument

Trombone

- Trombotine or Slide-O-Mix
- Spray Water Bottle
- Polishing cloth
- Mouthpiece (Bach 6 1/2 AL, or 5G) or other director approved mouthpiece
- Approved type instrument

Baritone/Euphonium

- Valve oil (Al Cass)
- Mouthpiece (Bach 6 1/2 AL, Schilke 51D) or other director approved mouthpiece
- Polishing cloth
- Approved type instrument (provided by school)

Tuba

- Valve/Rotary oil - (Al Cass –Sousa Valves /Holton – Concert Rotors)
- Mouthpiece (Bach 24 AW, Helleberg, or Miraphone Rose Model)
- Polishing cloth
- Approved type instrument (provided by district)

Percussion

- Snare sticks - Vic Firth SD1 General
- Xylophone mallets (Musser M-4, 213)
- Vibes/Marimba mallet (Blue Medium)
- Timpani mallets (Firth Staccato)
- Stick bag
- List of approved equipment provided by the percussion instructor, or any appropriate variation of the above

DISTRICT-OWNED INSTRUMENTS

Liberty HS and CCSD will provide a **limited number** of instruments for student use. These instruments include highly expensive instruments such as the bassoon, oboe, tenor saxophone, baritone saxophone, french horn, euphonium, tuba, and general percussion equipment. This equipment is generally purchased by the school district for student use because of its extremely high expense. Thus, all district-owned equipment **must be handled with optimum care.** Students failing to take proper care of their school-issued instrument may lose the privilege to use such instruments. At the conclusion of every school year, students must clean their school-owned instrument and remove any small dents they may have put on the instrument.

The following is a list of general procedures for district-owned instruments:

- If possible, students who play large instruments and are dependent upon CCSD buses may be issued one instrument for home use and one for school use. This will be at the discretion of the directors and will be based **on instrument availability** and transportation needs.
- CCSD does not provide insurance for individually-owned or district-owned equipment.

It is encouraged of all students using district-owned instruments to provide insurance coverage for the instrument that has been issued to them. Students will be held responsible for all district-owned instruments issued to them. This responsibility will include **fire, theft, accidental damage, abuse and general maintenance not incurred through normal use.**

- Students and parents must sign an instrument checkout form before the student can use the instrument.
- Each instrument will be issued in good playing condition. Each instrument will be checked and documented beforehand. **Students are expected to maintain their issued instruments accordingly.**
- The band member is **financially responsible** for all equipment and/or materials checked out to him/her.
- The band member is **financially responsible** for the professional cleaning of the instrument at the end of the year.
- All equipment and **materials must be kept in their proper storage** location when not in use.

Special Note

District-owned instruments are not to be treated as "free" instruments. Basic supplies must **still be purchased** and repairs must still be made just like personally-owned instruments. Please strive to treat these instruments as if they were your own. **Most district-owned instruments exceed \$2,000 in value.**

INDIVIDUALLY-OWNED INSTRUMENTS:

Individual instruments are the responsibility of each student. Quality step-up instruments are strongly encouraged for the student when they enter 9th grade. This gives the student a better instrument to play, a chance to develop into a stronger player, and helps encourage them in their development.

GRADING GUIDELINES

Assignments, tests, projects, classroom activities, and other instructional activities are designed so that the student's performance indicates the level of **mastery** of the instructional objectives. The student's mastery level of these objectives is a major factor in determining the grade for a subject or course. Students will be expected to meet the responsibilities for each band class as determined by the director(s). Since band is an academic music class with some extra-curricular activities attached, the band student's grade will reflect achievement in both **curricular and extracurricular areas.**

A band member's grade will be determined from the following items: student's daily preparation and participation, individual testing, performances, and extended classroom activities such as sectionals and before/after school rehearsals. For more specific information pertaining to how a student's grade is determined, please consult a director.

It is a Liberty High School Policy that **late work is not accepted.** Please turn your assignments in on time.

TRAVEL GUIDELINES

Students must travel to events and return from events on the bus. Any student wishing to arrive or leave with his/her parent must notify a director in writing with parent signature, date, location of pick up and drop off, who is picking up and dropping off the student prior to the event, as well as show an ID to a band director. Permission will be granted or denied based on the circumstances of the occasion.

Students must have all necessary forms (Medical/Travel/Media Release) completed and on file with the band office to travel on any trip with the band.

While on the bus students will:

- Remain seated at all times.
- Sit properly in a forward position.
- Keep the bus clear of food, drinks, and debris (At times it may be necessary to eat a pre-game dinner on the bus. Every effort should be made to keep your area clean.).
- Keep all body parts inside the bus.
- Use only approved type/headset radios (no boomboxes... old school, I know).
- Remain silent when addressed by person in charge on the bus.
- Refrain from loud, boisterous talking, singing, screaming, whistling, inappropriate jokes, etc.
- **No public displays of affection.**
- All students will assist with unloading luggage, instruments, and equipment.

Special Note

Students are reminded that all performances start and conclude **at the band hall**. As a member of the band, **you are a representative of your school. Always be on your best behavior.** If you are in doubt about an action, **do not do it!** Your conduct at all times should be considered a good reflection on the school, the band, your home, yourself, and the community.

All personal belongings taken off campus are taken at the discretion of the student. The band program, or Liberty High School is not responsible for any lost or stolen property.

Chaperones

Adult chaperones are a great asset for the band program. Students will treat them as an extension of the band staff. Proper respect will be shown to all adults at all times.

CONCERT BAND UNIFORMS

Ladies may wear one of the following:

- A black top with sleeves and conservative neckline, black pants, or skirt that must be below the knee when seated, with stockings/socks. No skin should be seen from the waist down.
- Conservative black dress with sleeves, conservative neckline, and must go below the knee. No skin should be seen from the waist down.
- A dress option may be available for purchase each year.
 - No polo shirts
 - No jeans
 - No leggings, jeggings, or anything other than DRESS PANTS
 - Sleeves must go down to the wrist

Men must wear the following:

- Black dress pants and a black, long sleeved, collared shirt, red long tie, black shoes and **LONG black socks**.
 - No polo shirts
 - No jeans
 - No leggings, jeggings, or anything other than DRESS PANTS
 - Sleeves must go down to the wrist

Students who arrive to the performance dressed in unapproved attire may not be allowed to participate in the concert and lose their concert grade. A concert is a public viewing of the band program and must be treated with the utmost seriousness. A concert should not be treated as a personal beauty pageant.

ENSEMBLES

To see more information on the ensembles at Liberty High School, visit our website at www.soundoflibertybands.com

- Wind Ensemble
- Symphonic Band
- Freshman Band
- Marching Band
- Advanced Jazz Band
- Intermediate Jazz Band
- Percussion Ensemble
- Winter Drumline

PERFORMANCE/REHEARSAL REQUIREMENTS FOR CONCERT ENSEMBLES

Each of the concert ensembles will perform at various times throughout the school year.

Students are expected to participate in the performances of their assigned ensemble. Failure to participate in either rehearsals or performances may result in student removal from the organization at the discretion of the band director(s).

Performances of the concert ensembles will include but are not limited to the following:

- Fall Concert
- Winter Concert
- Pre-Festival
- CCSD Band Festivals
- Spring Trip Festival
- Others as needed

Concerts/Performances

Concerts and performances are an integral component of the band curriculum. Students should consult their schedules for dates and times. Periodically, the schedule may change and updates will be communicated. Concerts are considered to have three parts: warm-up, performance, and listening. The concert begins for the student at the warm-up.

Punctuality is essential. A concert concludes when the last group performs and directors have given permission for students to be dismissed. A general report time will be given for all students.

- All concerts are a group effort, thus, **attendance is required.**
- All concerts are an extension of the classroom and **will be graded** accordingly.
- Students should be punctual and prepared for each performance/concert.
- In the event a performance causes a student to miss another class, the student is responsible to make up all missed work.
- The appropriate dress for all concerts will be a dress uniform (see Concert Band Uniforms).
- Students are expected to stay the entire concert.
- Students are expected to help move equipment and “stack-n-rack” chairs and stands when needed.

DISCIPLINE POLICIES/FEEES

When surrounded by thousands of dollars of equipment, discipline must be taken more seriously in the band classroom than a traditional classroom.

- After-school detentions from 1:20 to 2:30 or writing sentences several times will be given out if one of the following infractions occur:
 - Personal items left out (shoes, uniform, shirt, shorts, etc.),
 - Item's being thrown in the band room,
 - Eating in the band room,
 - Playing another student's instrument (**percussion included**),
 - Horseplay in the band room,
 - Leaving your chair or stand un-stacked after rehearsal,
 - Locker found unlocked, or
 - Reprinting music.

GRADING PROCEDURES

The Performing Arts Department at Liberty High school uses a “straight points” system for grading.

For most classes, students are given 25 points a week for participation. Google Classroom playing tests are 25 points each. On-campus performances are 100 points, and off-campus performances are 150 points. Students are allowed to take ONE retake per QUARTER. A late submission of an assignment will count as your retake.

Any conflicts for performances must be made in writing or via website at least ONE week before the scheduled performance date. Any conflicts for rehearsals must be made in writing or via website at least 24 HOURS before the rehearsal otherwise a grade of 0 is given. If proper notice is not given, students may not have a chance to make up their points. www.soundoflibertybands.com Quick Links, Absence Request.

LOSS OF CREDIT

During Class Time (participation points)

Bathroom Use

Loss of 3-10 points each use.

Tardiness

Loss of 5 points

Unpreparedness

No pencil, required books, drill, or music

- Loss of 5 points

No instrument

- Loss of 10 points

No music

- Loss 5 points

Improper Uniform

No white shirt for marching rehearsals

- Loss of 5 points

Carelessness

Poor substitute teacher review

- Loss of 25 points

Destruction or defacing of school property

- Loss of 25 points

During a Concert (performance points)

Tardiness

Loss of 15 points

Unpreparedness

No/wrong mallets, sticks, or “accessory” instrument in performance setting

- Loss of 20 points

No instrument

- Full loss of points

No music

- Half loss of points

Improper Uniform

Wrong socks, shoes, undershirt, shorts, jacket, gauntlets, shako, plume, bibs, pants, shirt, etc.

- Loss of up to 50 points

Carelessness

Returning late from break during Football or Basketball Game

- Loss of 25 points and loss of “break” privilege next game

Playing another student’s instrument

- Loss of 25 points

Unauthorized eating in marching uniform

- Loss of 25 points

CHAIR PLACEMENT AND CHALLENGES

Students will audition for chair placements at the beginning of the school year. Most of the time, seating will change for each concert cycle via a test on Google Classroom. Often, the test is on scales or difficult passages in the concert music. Students who do not complete these videos, or complete them on time, will be moved to the bottom of the section.

FUNDRAISING

Fundraising is necessary to keep our costs at the lowest possible level for each student. There are two types of fundraisers offered: those that benefit the entire organization and those that flow into student accounts. The entire group projects include football split the pot, funnel cake sales, car washes, profit shares at local businesses, sponsorships, and the Holiday Dinner/ Silent Auction.

The student account fund raisers include a portion of the carwash, chocolate sales, entertainment books, fireworks booths, and a variety of other fundraisers tailored to the needs of the particular year. All students are still expected to assist with group fundraisers.

CLASS CONFLICTS

Our counseling staff and the director are adept at helping you balance everything and continue your participation in band. A one-term exemption is offered to students taking multiple Advanced Placement (AP) classes or requires a certain class in order to graduate with the approval of the director. Any student who drops a band class will not be recognized at the awards banquet. All students must be in some sort of fundamental music class whether it be concert band, orchestra, or choir.

PRIVATE LESSONS

For Private Lesson information, see the website, www.soundoflibertybands.com under Parents & Students and Private Lessons.

BAND BOOSTERS

We would like to have a large and active band boosters group that supplies many of the needs for our students. Potential committees formed yearly including: uniforms, sewing, cooking, field crew, hospitality, concessions, and a host of others. These kinds of parental groups keep the band affordable for all of our students and give us a chance to support our students in their efforts. We need many leaders and volunteers to make this group work.

A band booster board would meet monthly to guide the actions of our parent group. Each meeting will include reports from active committees, reports on upcoming events, and information from the board. If interested, please contact Mr. Whaley at tbwhaley@interact.ccsd.net. Also, you can find more information on our website www.soundoflibertybands.com and click on Booster Club.

ONLINE CODE OF CONDUCT

Maintaining a high standard of conduct includes ensuring that band member websites and social media are appropriate. Members are responsible for their personal websites and postings, as well as posting from or on other students' websites. Areas where appropriateness will be monitored will include, but are not limited to, profane, foul, or disrespectful language (abbreviated or alluding to), pictures, suggestive poses, clothing, references to alcohol, drugs, and/or tobacco, and postings (either verbal or photos) that could be interpreted as being negative or threatening towards other CCSD teaching staff or band members, or that demonstrate poor sportsmanship or a disrespectful attitude towards other bands. Group chats or section Facebook pages are only allowed if a band director is also a member of the group.

Band members that violate the above guidelines shall be subject to the following:

- Apology letters
- Required Parent Conference
- Deans Referrals
- Removal from the band

AWARDS

A variety of awards are handed out at our annual banquet:

- Certificates for yearly participation outlining student's ensemble participation
- Outstanding awards for each grade level in each ensemble
- Most Improved awards for each grade level in each ensemble
- Band Spirit Awards

Each of these awards are voted on by the band membership with consideration given to the entire year's effort by the student.

Band Letter

The purpose of the Band Letter is to encourage and reward students who are active in all aspects of the band program. The Band Letter is presented at the annual Band Banquet. Any member of the band can earn a Band Letter. Keep in mind that points DO NOT roll over from year to year, *except* for the band participation points, which will accumulate and be awarded at the END OF YOUR SENIOR YEAR.

In order to qualify for a Band Letter, the student must complete all of the following:

1. Complete at least one year of participation in marching band, and concert band with a cumulative grade average in band classes of "B" or better.
2. Participate in all performances and rehearsals given by the groups of which the student is a member, except as excused by the director.
3. Accumulate 450 points under the system outlined below:

ACTIVITY	POINTS
Participate in band for one full year, cumulative grade of “B” or better	100 pts
Participate in Jazz Band	75 pts
Private lessons for at least 6 months (private teacher verification letter required)	75 pts
Participate in Winter Drumline or Winterguard	75 pts
Participate in Symphony Orchestra	25 pts ea
Audition for District Honor Band	25 pts
<ul style="list-style-type: none"> Honor Band Participant 	75 pts
<ul style="list-style-type: none"> Audition for All State Band/Jazz Band/Orchestra 	25 pts
<ul style="list-style-type: none"> All State Band Participant 	50 pts
Solo and Ensemble Participant	
<ul style="list-style-type: none"> Superior rating at Zone S&E 	75 pts
<ul style="list-style-type: none"> Excellent rating at Zone S&E 	50 pts
<ul style="list-style-type: none"> Each additional entry at S&E with a rating of II or higher (Zone and Regional) 	20 pts
Participate in the Band Council	25 pts
Audition for Section Leader/Drum Major (Current year)	40 pts
Attend a summer leadership camp (Previous year)	50 pts
Participate in DCI (Current year)	200 pts
Participate in WGI	150 pts
Participate in an extracurricular music group:	50 pts
<ul style="list-style-type: none"> Youth orchestra, community band, church music group, etc. 	
Concert attendance	25 pts
<ul style="list-style-type: none"> one page written report about concert with a program stapled to the application. (up to 100 pts) 	
Volunteer to work concessions (10 pts per game and must be proven if applicable that year)	10 pts per game
Volunteer to work at Winter guard or drumline show	5 pts per shift
Volunteer to work with 8 th grade students (must be logged)	5 pts per hour
Volunteer to work after school with younger students (must be logged)	5 pts per hour

Students are **responsible** for the costs of the letter, and responsible for proving they earned the letter by printing out attendance, and grade reports from Infinite Campus.

SENIOR CORDS

Concert Band (all pink)

In order to qualify for a Concert Band senior cord, the student must be in the band program every semester from the moment they enroll in the band program, and not fail a concert band class. A cord may be withheld from a student if he/she has poor attendance or a poor attitude.

Marching Band (pink, black, gold)

In order to qualify for a Marching Band senior cord, the student must be in the Marching Band every semester from the moment they enroll in the band program, and not fail a band class. A cord may be withheld from a student if he/she has poor attendance or a poor attitude.

Jazz Band (pink, white, silver)

In order to qualify for a Jazz Band senior cord, the student must be in the Jazz Band for a minimum of two years, one of which must be their senior year, and not fail the class. A cord may be withheld from a student if he/she has poor attendance or a poor attitude.

Winter Drumline (pink, black, and white)

In order to qualify for a Winter Drumline cord, the student must participate in Winter Drumline for a minimum of two years, one of which must be their senior year, and not fail the class. A cord may be withheld from a student if he/she has poor attendance or a poor attitude.

Senior cords must be paid for by the student. Last years' prices were \$9 for a one color cord (Concert Band) and \$18 for a three color cord. Money is normally due at the end of February, or beginning of March.

SCHOOL ORGANIZATION

I. Administration 702-799-2270

- A. Principal: Derek Bellow x4101
 - 1. Assistant Principal: Tarsha Hillmon x4201
 - 2. Assistant Principal: Jordan Phee x4205
 - 3. Assistant Principal: Preston Goroff x4203
 - A. Dean: Kim Kamrowski x4501
 - B. Dean: Willie Rivera x4502

II. Band Staff

- A. Directors
 - Travis Whaley, Director of Bands, 702-327-5177
 - Dr. Donald Malpass, Director of Bands
- A. Percussion Staff
 - Phil Rose, Percussion
 - Chris Bernabe, front ensemble 702-513-1552
 - Jorge Chavez, battery 702-416-8938
- B. Visual Staff
 - Robert St. Luce, Visual Caption Head 973-432-1917
 - Trevor Stojanovich, visual 702-499-5453
- C. Colorguard Staff
 - Cristy Stephens, Colorguard Caption Head 702-339-9054
 - Patrick Jose Williams 702-809-8210
 - Halie Peterson 702-824-8568
 - Holly Nash 702-375-6044
 - Christina Chewjalearn

**General Information
for
Marching Band**

MARCHING BAND CONDUCT

Marching Band Participation

As an integral part of the band program, Liberty HS's philosophy is that educationally, historically, and musically, marching band is an essential ingredient in a **well-rounded music education in band**. The Liberty band program believes that music students need to develop the ability to participate and perform in different ensemble experiences which, for band students, includes the marching band. **Students are not required to participate in marching band, but students will only be eligible for a Marching Band senior cord if they complete four years of marching band.**

Physical Education II Requirement Waived

As an artistic endeavor, each rehearsal and performance by the marching band is mentally and physically demanding. For the full marching band performance, students are always on task and must **bring to the experience their best performance skills**. As a result, each student in the marching band is eligible to receive a physical education II substitution credit (maximum 1 credit) in accordance with CCSD guidelines.

High Academic Standards Maintained by Students

The opportunity for weekly performance is a motivating factor for academic achievement for marching band students, since only by maintaining their eligibility can they continue to perform. Students might be asked to complete "grade checks" periodically throughout the season. Incompletion of the "grade check" form will result in a student being on the **probation list**, and potentially not performing.

Grading

Since marching band is a part of the academic band course and therefore, part of the graded curriculum, students in marching band are **responsible for assimilating** the academic aspects of the band elective as stated by CCSD. Attendance at rehearsals and performances is mandatory and will be integrated into the student's grade for band in accordance with CCSD guidelines.

Rehearsal and Performance Schedules

Rehearsal and performance schedules are determined by each band staff, given to students in hard copy form, and are published on the band's web site. For the most up-to-date information, check the band calendar on the website.

MARCHING BAND REHEARSALS

- All students must wear a **PLAIN WHITE T-Shirt** at all marching band rehearsals
- Respect everyone on the marching band field.
- **Prior to all rehearsals, eat HEALTHY and drink a lot of water.**
- Be punctual. Aim to arrive a MINIMUM of 10 minutes before practice begins.
- Water breaks are meant for your health and comfort. **DRINK WATER!!!** Return on time after the alarm rings.
- During all rehearsals, students will be **silent** when receiving instruction to maximize learning.
- Standing is the only acceptable position on the marching band field unless instructed otherwise (ex: when a director tells you to kneel while he gives instructions, or sit when setting drill).
- At various times in a rehearsal, you may be asked to count vocally, sing, or clap. Marching band involves as much physical participation as musical participation. **100% participation is expected.**
- Band members should wear their coordinate book at all times. Your section leader will tell you how to wear them.
- Students should move **quickly and quietly** when instructed (ex: moving from set to set or after a discussion with a leader).
- "Attention" is eyes forward, no talking, no moving. "Stand by" is eyes forward, no talking, no moving.
- Remain at "Stand by" until told to "Relax"
- "Relax" means **silently** standing comfortably.
- When adjusting the forms, use your coordinate books at all times unless instructed otherwise.
- **To keep your spot on the marching field, meet all music memorization deadlines.**
- Phone usage will be minimized to "water breaks" only.

HEALTH AND SAFETY OF BAND STUDENTS

Extreme Weather Conditions - Lightning

We, like the athletic teams, make it a practice to **go inside when lightning occurs** multiple times in a small amount of time within a few miles of our location. Discretion is used to determine immediate threat, as we take lightning and the safety of our students very seriously.

Rain

Under rainy conditions, the band may still rehearse and/or perform at the discretion of the band staff.

Heat/Hydration

During extreme heat conditions, we decrease the amount of time between water breaks and/or increase the amount of time used for the break. The weather conditions, as well as the physical and mental conditions of our students are monitored continually and adjustments are made to accommodate whenever necessary.

It is very important that every student bring and use their own personal water JUG (not bottle). Sharing water (and food) leads to the spreading of germs that cause viruses such as cold, flu, mononucleosis, TB, and Hepatitis B as well as many other bacterial infections. Sharing water is not acceptable.

NUTRITION

It is important for all students to eat healthy and well-balanced meals every day. During summer band camp, students need to eat a healthy breakfast every morning. **Stay away from milk and greasy foods.**

- As the new school year begins, students should continue their healthy diet throughout the day.
- Students should continue to drink plenty of water throughout the day to stay well hydrated for afternoon rehearsals.
- Eating healthy meals and **drinking plenty of water** is essential so students can remain in good health.

MARCHING BAND PERFORMANCES

The primary performances of the marching band will be at the football games. The marching band will also perform at various competitive marching festivals and CCSD marching contests, as well as possible local parades.

Performance Procedures

- **Call Time (CT):** This will be the designated time at which all members should be at the high school or set location. Students should have all attire and necessary items for the designated performance prior to the report time.
- **Load Time (LT):** This will be the designated time at which all members should be on the appropriate bus with all equipment loaded. All equipment will be checked by the section leaders. Students without appropriate equipment will be sent home and an unexcused absence recorded.
- **Performance Time (PT):** Time of the performance.
- **Return Time (RT):** This will be the approximate time of return to the band hall.

What to Bring

- Black MARCHING Shoes
- LONG Black Socks
- **Water JUG**
- Music
- Instrument with Accessories
- Band Shirt Under Uniform
- Uniform Apparel
- Proper under garments
- Hair Accessories (Hair spray, gel, bobby pins)

Pre-performance Practice

- Wear black Marching shoes, black socks, band shirt
- No fingernail polish
- No jewelry
- Bring all equipment (weather permitting): that means **everything** (drums, sound equipment, uniforms, etc.)
- If a student is absent from this practice, the student MAY NOT perform on the next performance.

Uniform Inspection

Prior to student departure for a marching band performance, students must pass a uniform inspection by their section leader. Section leaders will then communicate any discrepancies with the uniform to the band director. In order to board the bus, students must have their complete uniform, and other components for the marching performance. Students who do not pass the uniform inspection **may not be allowed to attend the event and will receive a reduction to their grade.** Students not meeting uniform, music, and loading guidelines will be subject to disciplinary consequences.

Special Note

Students are welcome to have cell phones and other personal electronic devices at performance activities. However, **they should not be used in the stands at all.** Their use is helpful in emergency situations or when an arrival time may need to be changed. Phones will not be used during rehearsals. Security of electronic devices will be your responsibility.

FOOTBALL GAME PROCEDURES

The football game is viewed as a performance of the band program. Such performances include all aspects of the game from arrival to departure.

General Policies

- The entire uniform will be **worn correctly** during performances and in the stands unless otherwise advised.
- The band will enter the stadium in marching formation. **No one will be dismissed early from the stands.** Exceptions will be made only in an emergency. At the end of the game the group will be dismissed together.
- Upon arrival to the seating area, students will remain standing, silently, facing forward until all band members have arrived and are prepared to be seated. **Students will sit when instructed by a drum major or director.** Students will sit in their assigned seat and section.
- **No one is allowed in the band seating area** except band members, directors, parents, and guests of the director.
- Students are not allowed to have food or drinks in stands except when provided by boosters.
- Liberty band members will demonstrate the utmost respect for themselves and opponents at all times. **Foul language, inappropriate gestures, or public displays of affection will not be tolerated and may result in a reduced grade, or in extreme cases, removal from the program.**
- Students will need to be prepared to perform **at all times** and at a moment's notice. Have instruments ready.
- Any actions breaking school rules while partaking in a band activity (smoking, alcohol, drugs, fighting, assault) **could result in losing extracurricular band activities** (football games, concerts, trips) for the remainder of the year at the discretion of the directors and school principal.
- Water may be provided by the band boosters after the halftime performance. Students may bring their band water jug into the stands with them. **No other food or drink will be allowed in the stands during the game.** Again, Students will refrain from accepting food or drinks from parents, relatives, or friends.
 - **Parents: please do not offer refreshments to your children.** The jealousy and envy that this creates can be very divisive to our band family.
- Students will refrain from playing their instruments on an individual basis. The band will perform as a group or with approved small ensembles. While playing, **always pay attention** to the director/drum major.
- The band may be dismissed for free time and restrooms during the third quarter or at the director's discretion. Students will be required to be back in the stands ready to play by **1 minute left in the third quarter.** Students that do not abide by this rule will **lose third quarter privileges** at the next game the band attends, and lose points of their grade for that performance.
- After performances **students (not parents)** are the only people allowed in the band room.
- Upon return to the band room, students will ensure that **all personal items, uniforms and instruments** are placed in the proper storage areas, and **all trash** is disposed of.
- At the conclusion of each engagement, there may be a brief meeting before dismissal.
- When away from Liberty, students will **not behave in any manner that will bring embarrassment or ill will to our community.**

MARCHING UNIFORM GUIDELINES

Students are expected to follow the listed uniform guidelines. No variations will be allowed.

General

- Marching Band uniforms will be issued during summer band camp. Band uniforms will be the student's responsibility to clean and maintain.
- Students will **be held financially responsible** for the uniform(s) and all components.

Wearing the Uniform

- Always wear and treat your uniform with **pride**. The uniform should be worn as a complete unit at all times when in public. The only exception to this will be when a **director instructs** you that you may remove your hat, or coat. Loading crews may be exempt from wearing the uniform during loading/unloading procedures. **Do not run while in uniform!**
- The band tee-shirt (official "show shirt") is to be worn under your uniform at competitions. The band shirt will be part of pre-performance inspections.
- You must wear approved black band shoes and **LONG black socks** (student purchases).
- Jewelry, hair ribbons, and bright colored nail polish etc. are unacceptable while in uniform. These items hinder the uniform appearance of the band.
- Students will **refrain from using make-up** with the uniform.
- Band students with long hair will need to **put their hair up under their hat** during performances. Hair must not touch the collar of the jacket and must be above the top of the ear or pulled behind it. No visible hair on forehead.
- No consumption of food and drinks (other than H₂O) while in uniform without permission.

ALTERATIONS & CARE

The LHS Band Boosters may perform uniform alterations. Button-hem your pants so that the crease does not "break" when you are standing straight up with your band shoes on. The pant leg should come to the top of the band shoe.

- Keep the collar hooked and the jacket zipped while hanging to retain the shape of the coat. **HUNCHBACK**
- Always hang the pants by the crease, careful to avoid wrinkles, and lock the dowel into the metal catch to keep the pants secure.
- Label your uniform garment bag clearly.
- Replacement or repair is the responsibility of the student should a uniform part be damaged or lost.

LAUNDERING MARCHING BAND UNIFORMS

- Jackets and bib pants are made of completely washable poly-gabardine. Machine wash and dry on the gentle/knit cycle in cold water. **Never wash in hot water!**
- Uniforms are to be washed the day after a competition and **returned on the following day.**

Caution:

- Do NOT use a hot dryer setting! A hot dryer setting will remove the press. Use a cool setting. When dried on a cool setting, uniforms will require very little touch up.
- Remove them from the dryer and place on a hanger immediately.
- Touch up pressing on extended shoulders and collars should be done after each wash.
- Touch up pressing on pants with a warm iron may be desired occasionally, or the pants may be professionally pressed after several washings and dryings.
- Be sure to dry garments completely before storing.
- **Do not use liquid fabric softener** on band uniforms! If a softener sheet is required, use only 1 sheet while drying.

Stains:

- If a stain does occur, sponge with water or treat with an appropriate product before it has time to set and before laundering.
- You may use “Spray and Wash” and other non-chlorine stain removers when washing.
- Use only non-chlorine detergent! Many detergents are harsh and have a bleaching ingredient that will cause even colorfast fabric to migrate.

Precaution:

- NO perfume, deodorant, or hair spray should be sprayed on or next to garments. The residue from these items will cause a buildup on the fabric or sequins causing them to lose their luster.
- Excess friction of Velcro with the fabric may pick the fabric. “Picks” are easily removed with an electric beard trimmer or tool designed for this use.

Dry Cleaning:

- Can garments be dry-cleaned? Yes, but is not recommended.
- Colors remain brighter with machine washing and chemicals used in dry-cleaning can often affect the material from which the uniforms are made.

Uniform Costs

- If a uniform part is damaged or lost, the student will be responsible for the replacement costs. The costs for cleaning are collected from each student in advance.

FINANCIAL OBLIGATIONS

Winds and Brass: “Fair Share” costs:	\$350
<u>Here’s how it roughly breaks down:</u>	
CCSD Class Fees (up to 3 band classes at \$40 per class)	\$120
<i>**Students are in an A day class, B day class, and 9th period class**</i>	
Instructor Fee/ Drill Fee	\$150
Miscellaneous Supplies (sticks, mallets, cables, cords, repairs, etc...)	\$50
Show Shirt	\$20
Gloves	\$10
Winds and Brass: required “Trip” costs:	\$200 - \$250
California and Utah Trip	
Other possible fees if applicable:	up to \$105
<i>**If your student already owns the Liberty Warm-up Jacket, approved Marching Shoes, a tuner and a metronome, no purchase necessary.**</i>	
Band Warm-up Jacket	\$45
Marching Band Shoes	\$30
Korg TM-50 Tuner/Metronome	\$30

Percussion: required “Fair Share” costs:	\$350
<u>Here’s how it roughly breaks down:</u>	
CCSD Class Fees (up to 3 band classes at \$40 per class)	\$120
<i>**Students are in an A day class, B day class, and 9th period class**</i>	
Instructor Fee/ Drill Fee	\$150
Miscellaneous Supplies (sticks, mallets, cables, cords, repairs, etc...)	\$50
Show Shirt	\$20
Gloves	\$10
Percussion: required “Trip” costs:	\$200 - \$250
California or Utah Trip	

Other possible fees if applicable:**up to \$160**

If your student already owns the Liberty Warm-up Jacket, approved Marching Shoes, a tuner and a metronome, stick bag, and double-sided practice pad - no purchase necessary.

Band Warm-up Jacket	\$45
Marching Band Shoes	\$30
Korg TM-50 Tuner/Metronome	\$30
Stick Bag	\$25
Double-Sided Practice Pad	\$30

Open for all students, auditioned ensemble

Winter Drumline \$400 - \$600

PAYMENT PLAN**Parent Meeting - \$100 Due**

This payment will secure a spot for your student in the fall marching band show. Only students who pay are guaranteed a spot in the show.

August 4th - \$100 due

September 1st - \$100 due

September 15th - \$50 due

Total of \$350 for "fair share" costs

October 6th - \$150-\$200

Total of \$150-\$200 for "trip" costs

You can keep track of your balance by going to our website, www.soundoflibertybands.com and click on the "Google Docs" button in the upper right hand corner. You will then see a drop-down menu near "Student Name." Select your student and all account information will be shown. Students may also request a statement at any time.

Winter Drumline will have auditions in November, and requires a separate payment plan similar to the one above.

- ***All students** are expected to participate in every trip and competition. **No refunds** will be given for travelling if the student does not attend.
- **Percussionists** will have stick requirements that are set by the band director and depends on what role the student participates in that year.
- **Wind Players** are strongly encouraged to own at least THREE extra reeds at any given time, any and all oils that may keep their instrument in good working order, and a Dennis Wick metal straight mute (brass players)..

Payment Plans

All payment plans will be made on a case by case basis with the student, or with the student's guardians.

STUDENT LEADERS

The audition process for student leaders is a rigorous and intense ordeal that pushes the envelope on what a student can handle. Let it be known that this could be an unpleasant experience for you student, but the staff in the Liberty High School Band believe that this is the best way to see how a student can conduct themselves under pressure. Leadership and drum major clinics will be held in the months of April or May and students who wish to try out for a position must attend all of the clinics in full. Students trying out for drum major must attend both the drum major and leadership Clinics in order to be considered for the position. Section Leader applicants must attend all leadership clinics in order to be considered. A leadership audition packet must also be submitted on time in order to be considered for the position. All students selected for leadership are required to attend a leadership camp during their first year as a section leader.

Drum Majors:

Drum majors are expected to be the "Example Leader" in the band. They are expected to help with starting each rehearsal, maintaining uniform organization, discipline on the field, and are responsible for tempos during the field show. Being an effective drum major is one of the toughest jobs within our organization.

Section leaders:

Section Leaders are the nuts and bolts of the marching band. Responsibilities of section leaders include: teaching drill, teaching music, printing music and drill charts, and communication with drum majors. They are also in charge of keeping their individual section accountable ensuring all students have required materials and reporting to the band director or staff members of any discipline issues or unpreparedness from members.

Rank leaders:

Takes attendance at all rehearsals and relays it to the band director, are in charge of visuals and drill issues within the Woodwind and Brass Section. Rank leaders will stay in the ranks throughout all drill LEARNING, once all the drill is learned, rank leaders will be asked to step out and help students. Rank leaders can pull students out and help with marching if a student is struggling, can hold their own sectionals to help students marching, will be asked to print out extra drill and/or coordinates if a student is missing drill and issue the disciplinary writing sheet.

Band Council members:

The Band Council consists of elected or assigned group of students, made up of section leaders, drum majors, and general members who will make many decisions of the band. Positions in the Band Council include but are not limited to: President, up to 3 Vice Presidents, Secretary, Historian, Reporter, Treasurer, Social Officers, and Class Representatives. The Band Council will meet once a week throughout the school year for at least 30 minutes per session. For council duties, see the website, www.soundoflibertybands.com. Go to About Us, Student Leadership, and click on Band Council Duties

One final word, please agree to this statement!

I will not complain to anyone who cannot fix the problem. If the problem cannot be fixed, I will not complain. I will not listen to anyone else complain.

“

In the end the great truth will have been learned, that the quest is greater than what is sought, the effort finer than the prize, or rather that the effort is the prize, the victory cheap and hollow were it not for the rigor of the game.

- Justice Benjamin Cardozo

”

CONTRACT



Student Name: _____

Due: Monday, August 29th, 2017 for full credit

I have read and discussed the band handbook with my parents/guardian and fully understand the procedures and information pertaining to the band program at Liberty High School. I understand that my actions will be held accountable and the band director(s) will administer discipline and rewards in a fair, thought-out manner. I also understand that if I have any specific concerns with the band program that I have the right to discuss them with the director on a one on one basis, not embarrassing myself or the director in front of the band members. I will do my best to follow these procedures and make my experience with the band program the most positive and productive as possible given my abilities.

I understand these policies and realize that the success of the Liberty Band program is dependent on my dedication and commitment to individual excellence. My attitude and ability will combine with other members to create the spirit and precision of the Sound of Liberty Band. I agree to be removed from the show or program if these expectations are not fulfilled.

Furthermore, please agree to this statement: I will not complain to anyone who cannot fix the problem. If the problem cannot be fixed, I will not complain. I will not listen to anyone else complain!

Student main phone: _____

Student email: _____

Student signature: _____ Date: _____

I understand all of the responsibilities that are expected of my student. I understand my role to ensure the success of my student in the band program.

Parent/Guardian name: _____

Parent/Guardian main phone: _____

Parent/Guardian email: _____

Parent/Guardian signature: _____ Date: _____