

# Liberty High School



**Band Handbook revised 4/11/15**

**Travis Whaley, 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 insure 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.

**Please visit our website for more information**

[www.soundoflibertybands.com](http://www.soundoflibertybands.com)

**Please sign up on the Facebook Page.** You must be accepted to join the group:

[www.facebook.com/groups/SoundOfLibertyBands](http://www.facebook.com/groups/SoundOfLibertyBands)

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## 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

### *Value Judgments*

- Ability to make musical value (as they pertain to a musical setting) judgments through critical listening
- Recognition of quality of sound, pitch, style, tempo, rhythm, blend, balance, phrasing, dynamics, and articulation

### *Music theory*

- Know and utilize note values and rest
- Know and utilize keys, key signatures, and scales
- Know and utilize musical terms, signs, and symbols
- Recognize and tune intervals and harmony
- Ear training/listening skills

### *Proper instrumental technique*

- Care of the instrument
- Assume correct posture and playing position
- Develop the 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

*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 they believe that they would not positively represent the organization. Band members will observe all policies set forth by CCSO, 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, 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.
- All students are expected to conduct themselves in accordance with the CCSO codes of conduct at all times. Display of profanity, temper, flagrant violation of rules, insubordination etc., will not be tolerated. Individual behavior during a band function is a reflection of the group and can affect the entire image of the school.
- 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 to rehearsals daily (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 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 deans intervention, and removal from the program. Every band member is responsible to help the director's 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, they are off-limits to students. Students may not use director's phone without permission. No student is allowed in the office without an adult, teacher or staff member, in the room with them.

**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.

***Roll Check***

Roll will be checked and documented promptly at the start of rehearsal.

***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 15 minutes after the rehearsal begins. If excessive tardiness persists, parents will be contacted, the deans will be contacted, and/or students will be removed from the ensemble at the semester or quarter.

***Excused Tardiness***

Tardiness may be excused at the discretion of the directors. Test make-ups, appointments etc. will not be an excuse for tardiness unless prior arrangements, with written documentation, are made and approved by a director.

***Unexcused Tardiness***

Students who have more than one unexcused tardy shall make up missed time at a time to be arranged by the director and may be subject to one of the following consequences at the discretion of the band directors:

- Loss of marching privilege (for one game) at a football game
- Requirement to stay after rehearsal or report early to next rehearsal to make up lost time
- Requirement to make up 15 minutes of fundamental marching with his/her section leader

***Absence***

Students not present at the appropriate time will be marked absent and lose ten (10) points from their weekly participation grade regardless of excused or unexcused absence.

***Excused Absence***

Absences will be excused at the discretion of the directors. Appointments, make-up tests or assignments, etc. will not be an excuse for absence. Absence due to personal illness requiring medical attention, death in the family, or other extenuating circumstances (approved by director) may be considered for excused status. 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 a minimum of SEVEN (7) days in advance.

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 in order make up points.
- Loss of marching privilege for one game, no grade reduction.
- Loss of attendance privilege at one game, with a ZERO (0) in the grade book.
- Removal from the marching band, advanced band, percussion ensemble, and/or loss of physical education waiver.

Parents will be notified immediately, as well as marked in Infinite Campus with a loss of ten (10) weekly participation points. Students who miss a rehearsal before a performance, excused or unexcused, will NOT be eligible to perform. Students who have unexcused tardies for two rehearsals leading up to the performance will 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 their 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 should be part of a band member's tools for home practice. All students should be practicing 15-30 minutes daily or 2-3 hours a week outside of school. Students are allowed to practice almost every day after school.

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 rods
- Cleaning cloth
- Key oil
- Approved type instrument (see list below)
- Screwdriver Set

#### ***Clarinets***

- Three good playable reeds. Vandoren Blue Box, and V-12's are the approved reeds.

- Plastic Ligere 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 Ligere 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

#### ***Color Guard***

- Pole
- Flag
- Rifle (if applicable)
- Sabre (if applicable)
- Electrical Tape
- Gloves

## **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, and/or pay for the cosmetic damage that may have happened under the student's use at the end of the year.

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

- Order of distribution will be done based on chair order. 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. All cosmetic damage will be assessed at the end of the school year and the student will be charged to repair the instrument to the condition it was in upon borrowed.

It is encouraged of all students utilizing 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 issued instrument will be checked and cleaned prior to issue. 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 or her.
- All equipment and materials must be kept in their proper storage location, and in the case when not in use.
- Failure to follow these procedures will result in loss of privilege of the district owned instrument.

The LHS Band will assess a fee for routine (end of year) cleaning and maintenance of district owned instruments. This \$50 fee will be collected at the beginning of each school year (this fee does not cover removal of dents or other student-responsible repairs).

***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 that the students are entrusted.

**GRADING GUIDELINES**

CCSD band programs have instructional objectives that relate to the mandated Nevada standards for grade level subjects or courses. These objectives are aligned to address the academic skills needed for successful performance in the next grade or next course in a sequence of courses. 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. 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 the director.

The following list is provided to give students and parents' examples of items that can be subject to grading. Additional assignments may be given at the discretion of the director.

- The student will receive a grade for each before or after school sectional and rehearsal during a grading period.
  - The student will be on task and focused during all rehearsals.
- The student will have instrument, music, pencil, and supplies.
- The student will be prepared to play his/her part successfully.
- The student will mark music and take notes as needed.
  - The student will be expected to improve individual music skills.
- The student's individual skill development will be evaluated through taped music tests, individual playing tests, scale tests, and/or written tests.
- The student will be evaluated on improvement of ensemble skills during daily rehearsals.
- The student will be expected to improve his/her performance fundamentals.
- The student will be evaluated for improvement of his/her music fundamentals through daily observation during the "basics" part of each rehearsal and during sectionals.
- The student will be expected to demonstrate correct posture, hand position, embouchure, air production, and articulation as monitored during rehearsals.
- The student will be expected to develop a historical knowledge of the literature relative to their respective instrument.
- The student will receive a grade for each performance during a grading period.

**TRAVEL GUIDELINES**

The band will frequently travel on either school buses or commercial buses. Student conduct is expected to be at the highest level on any trip.

Students must travel to events and return from events on the bus unless a prior arrangement of SEVEN (7) days in advance has been worked out with the director. Any student wishing to arrive or leave with his/her parent must notify a director in writing with parent signature, SEVEN (7) days prior to the event. Permission



will be granted or denied based on the circumstances of the occasion. If permission is denied, the student must ride back with the other students. The band director is responsible for the safety of the students during school events and paperwork must be submitted if the student is leaving with a parent/guardian. Students must have all necessary forms (Medical/Travel 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 music devices (no boomboxes or external noise devices).
- 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.
- Remain quiet from the time they step onto the bus until otherwise instructed
- (Section Leaders) assist with unloading luggage and instruments.

### ***Special Note***

Students are reminded that all performances start and conclude at the band room. As a member of the band, the student is a representative of our school. Students are expected to be on their best behavior. If a student is in doubt about an action, they should not do it! The students' conduct, at all times, should be considered a good reflection on the school, the band, our home, the student, and the community.

### ***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.

Chaperones will do as the band director asks on any trip or event. Chaperones must keep in mind that they are extending their services and time to help the band.

## **MARCHING BAND CONDUCT**

### ***Background Information***

Liberty HS has enjoyed a high reputation for excellence in music performance, including marching band, for many years. The marching band is the most visible aspect of the band program. The marching band provides performance opportunities for band students while integrating the band program into school and community activities.

### ***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 they will not be eligible to perform in Advanced Concert Band if they do not choose to participate in 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 substitution credit (maximum 1 credit) in accordance with CCSD guidelines. Students are not guaranteed this PE II waiver. The waiver can be withheld at digression of the band director. Withholding of the waiver may be caused by lack of participation, poor attendance, or illness throughout the season. Students, who are marked absent FIVE (5) or more rehearsals throughout the season including sectionals, and weekend commitments, will have their PE II waiver revoked

### ***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 are not allowed to have any F's in any classes the week of a performance in order to perform. As a result, the directors have documented the fact that the least number of ineligible band students during the year occurs during the marching season.

### ***Color Guard***

Students in Color Guard are a part of the marching band and participate in all activities, including Winter Guard. Band students in Fall Color Guard must be enrolled in Rhythmic Precision. Band students in Winter Guard must be enrolled in Rhythmic Precision during semester II.

Students not in band may audition for and participate in Color Guard with the approval of the Band Director, and guard instructor. Auditions will be held in the spring of the following year. As members of the marching band, Color Guard students receive a physical education waiver.

### ***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 found in the CCSD. Attendance at rehearsals and performances is mandatory and will be integrated into the student's grade for band in accordance with CCSD and LHS 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, [www.soundoflibertybands.com](http://www.soundoflibertybands.com). All dates are most up to date on our Google Calendar located at the bottom of the home page.

### ***Instruments***

Marching band students who play an instrument that CCSD does not provide (flute, clarinet, alto sax, trumpet and trombone) may have to personally provide that instrument due to the low numbers of school-owned instruments. The student must march and perform with the same instrument they use in band or a second instrument of the same type that is approved by the Band Director. No "colored" instruments, or plastic-brass instruments are allowed in rehearsals or performances unless approved by the band director. Students are responsible for all maintenance on their instrument, whether it is a district-owned or personally owned instrument.

## **MARCHING BAND REHEARSALS**

- Respect everyone on the marching band field - we are all working toward the same goal.
- Prior to all rehearsals, eat healthy and drink a lot of water.
- Be punctual. Aim to arrive 15 minutes before practice begins.
- Water breaks are meant for your health and comfort. DRINK WATER and find shade. Return on time before the alarm rings.
- During all rehearsals, students will be silent when receiving instruction. At LHS, when on the field, we strive to be silent to maximize learning.
  - Only section leaders, drum majors, seniors (if asked to do so) and staff members should talk during rehearsal.

- Standing at “stand-by” 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, clap, or some other non-musical method of rehearsal. Your 100% participation is expected.
- Pay attention to general instructions at all times. Listen attentively and respond appropriately.
  - If a question is asked, all students are expected to answer.
- Section leaders may be responsible for keeping coordinate books if they so choose. You will receive your coordinate books from your section leader at the beginning of rehearsal, and it will be given back to them at the end.
- Band members should wear their coordinate book and music book at all times. Your section leader will tell you where to wear them.
  - Working 3 ring binder with page protectors and pencil holder, to hold all drill, coordinates, and music.
  - Must be worn across the body, on the shoulder, with yarn, or shoestring at all times
- Move when instructed to do so quickly and quietly (ex: moving from set to set or after a discussion with a leader).
- “Attention” or “Set” is eyes forward, no talking, no moving.
- When setting forms keep your feet together and mouth closed.
  - Adjust your spot when instructed to do so.
- Remain at attention until you are told to relax.
- “Relax” means silently standing in the ready position. No talking
- When adjusting the forms, use your coordinate books to analyze the drill, and memorize the pictures at all times unless instructed otherwise.
- To keep your spot on the marching field, and keep you eligible to perform, meet all music memorization deadlines.
- Phone usage will be minimized to “water breaks” only.
  - The phone is not an acceptable means to look at drill or music during rehearsal.

## **HEALTH AND SAFETY OF BAND STUDENTS**

The health and safety of our students is our first priority. Every effort will be made to keep our students out of harm's way at all times.

### ***Extreme Weather Conditions - Lightning***

A lightning detector is used at rehearsals, games, and contests to determine our activities. We, like the athletic teams, make it a practice to go inside when lightning occurs multiple times in a small amount of time within 8 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. Students are expected to be prepared.

### ***Heat/Hydration***

We stress to students the importance of hydration at all times, and especially in periods of extreme heat. 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 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. “Waterfalling” from someone else’s jug or bottle, 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 dairy milk and greasy foods.

- Students need to eat a healthy sack lunch to summer camp. We do not recommend fast food, fried foods, salty snacks, soft drinks, or sweets.
- Drink plenty of water! Become over hydrated.
- As the new school year begins, students should continue their healthy diet throughout the day.
- Continue to eat a healthy breakfast every morning during the school year. Eat a healthy lunch. Stay away from greasy foods such as pizza, chips, and candy during the school day. Lunch from the vending machines is not appropriate.
- 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, an unexcused absence will be recorded, and ZERO (0) will be given for their grade.
- Warm Up Time (WU): This will be the designated time at which the students are scheduled to be in full uniform, at the designated warm up area.
- Performance Time (PT): This will be the designated time at which the students are scheduled to perform at the venue.
- Return Time (RT): This will be the approximate time of return to the band room.

### ***What to bring – including, but not limited to:***

- Garment Bag
- Black Marching Shoes
- LONG Black Socks
- Water Jug (1 gallon minimum)
- Music Binder
- Instrument with extra accessories
- Band Shirt
- Uniform Apparel
- Proper under garments
- Hair Accessories (Hair spray, gel, bobby pins)

### ***Pre-performance Practice***

- Wear black shoes, black socks, band shirt
- No fingernail polish
- No jewelry
- Bring all equipment (weather permitting): that means everything
- If a student is absent from this practice, the student WILL NOT perform.

### ***Uniform Inspection***

Prior to student departure for a marching band performance, students must pass a uniform inspection from their section leaders. In order to board the bus, students must have complete uniform, music folder, 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 be asked to either retrieve their items, or go home. Students asked to retrieve their items may have to find their own transportation to the event. Students who get sent home, or do not show up to the event after retrieving the items from home will be given a ZERO (0) for their grade. Students not meeting uniform, music, and loading guidelines will also be subject to disciplinary consequences, and loss of performance privileges in the future.

### ***Special Note***

Cell phones and other personal electronic devices such as hand held gaming devices: Students are welcome to have these at performance activities. However, the devices 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 in rehearsals performances. Security of electronic devices will be the responsibility of the student.

## **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. Improper dress of the uniform will result in a lowered grade.
- The band will enter the stadium in marching formation. No one will be dismissed early from the stands unless prearranged with the band director a minimum of SEVEN (7) days in advance. Exceptions will be made only in an emergency. At the end of the game the group will be dismissed together. No student will leave the band room unless directed to do so. Plan accordingly.
- Upon arrival to the seating area, students will remain standing 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 assigned seat and section. Students will remain in that seat and section at all times. Any movement in the bleachers adds risk to the safety of students and their instruments and will result in a reduced grade, and possible revoking of performance where a ZERO (0) will be assigned as a grade.
- No one is allowed in the band seating area except band members, directors, parents, and guest of the director. Any violation of this will result in a reduced grade and possible revoking of performance where a ZERO (0) will be assigned as a grade.
- Students are not allowed to have food or drinks in stands except when provided by boosters. Do not have friends or parents bring you food or drink during the game.
- Liberty Band members will demonstrate the upmost respect for opponents while in uniform, no matter what the other band members and fans may do to us, we respond with class and kindness. Foul language or gesture and public displays of affection while in uniform will not be tolerated and will result in a reduced grade, and possible revoking of performance where a ZERO (0) will be assigned as a grade.
- Students will be expected to listen for and watch the directors and drum majors during the game. No electronic devices will be allowed in the stands unless approval from the band director was given

more than 24 hours in advance. Students will need to be prepared to perform at all times and at a moment's notice.

- Any actions breaking school rules while partaking in a band activity (smoking, alcohol, drugs, fighting, assault) will result in losing extracurricular band activities (football games, concerts, trips) for the remainder of the year at the discretion of the director and school Principal. In most cases, expulsion from the band program will occur if excessive actions persist.
- Water will 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. Students will refrain from accepting food or drinks from parents, relatives, or friends at the risk of getting their grade reduced.
  - 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: please come to all activities well fed unless instructed otherwise.
- 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 will 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 25% of their grade for that performance. Section leaders will be responsible for keeping track of this information.
- After performances **students and their parents** are the only people allowed in the band room. All non-band participating friends and non-marching band members will not be allowed in the room after performances.
- Upon return to the band hall, students will ensure that all personal items, uniforms and instruments are placed in the proper storage areas. Failure in doing so will result in a reduced grade.
- At the conclusion of each engagement, there may be a brief meeting before dismissal. No student is allowed to leave early before dismissal. Please plan ahead.
- When away from Liberty, students will not behave in any manner that will bring embarrassment or ill will to our community. Students are expected to adhere to all school rules and regulations. We expect you to conduct yourselves as mature young adults. Failure to do so will result in loss of performance privilege, or participation at the event.

## COLOR GUARD INFORMATION

### *Dressing Out*

Dressing out is required during rehearsal and is part of the daily grade. Dress-out clothes consist of:

- T-shirt
- shorts
- socks
- tennis shoes
- sweat shirt (when cold)
- sweat pants (when cold)
- additional items (at director's discretion)

### *Recommended Tote Bags*

The following items are to be kept in the tote bags. Additional items may be included at the discretion of the director.

- hair spray
- bobby pins
- hair clips
- deodorant
- make-up (in zip-loc bag)
- towel (in zip-loc bag)
- Kleenex
- uniform parts (i.e. gloves)
- electrical tape
- wind suit (when applicable)
- feminine products

***Practice***

When practicing, concentrate on technique. Pay attention to the details of both body and equipment. Do not “just go through the moves/routines” half-heartedly, reinforcing mistakes. Define each move as explained in class.

***Winter Guard***

Students in the Color Guard will also take part in the Winter Guard program during the spring semester. Wind players who would like to participate in Winter Guard must sign up for Rhythmic Precision for the second semester. Winter Guard rehearsal dates, performances, and cost will be determined and communicated to the participating students and their parents.

**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 stored at school in the uniform storage area.
- Students will be held financially responsible for the uniform(s) and all components.

***Issue and Return***

- Students will pick up marching uniforms from the storage room when designated to do so.
- Students should follow the posted pick up/return guidelines. Students who do not follow these guidelines will be sent to the end of the pick-up/return line.
- Students will be issued a uniform storage number. This number should be memorized or recorded in a readily accessible location. Students will use this number to pick up their uniform from the storage room.
- Students not properly hanging the uniform will receive a community service assignment and/or a reduced grade.

***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 unless otherwise directed. The only exception to this will be when a director instructs you that you may remove your hat, gauntlets, skirt, gloves, 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.
  - A plain black, short sleeve, pocketless, crew neck shirt will be worn under the uniform at home football games.
- You must wear approved black band shoes and LONG black socks (student purchases).
- Jewelry, hair ribbons, excessive make up, 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, both male and female, with long hair will need to put it 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 H<sub>2</sub>O) while in uniform without permission.

***ALTERATIONS and CARE***

The LHS parent volunteers could perform uniform alterations if needed to do so. 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 without touching it. The pants should look like "high waters" if hemmed correctly.

- Keep the jacket zipped while hanging to retain the shape of the coat. **HUNCHBACK**
- Always hang the pants by the crease, careful to avoid wrinkles.
- Label your uniform garment bag clearly.
- If a uniform part is damaged or lost, replacement or repair is the responsibility of the student.

### ***Color Guard***

- Make-up will be worn as instructed by the director.
- Hair will be styled as instructed by the director.
- Only prescribed accessories that are part of the uniform may be worn.
- Changes in hairstyle should be approved by the Guard Director(s) prior to making any change. This could affect the performances for both marching band and winter guard.
- Come to performances ready to perform. Do not plan to have time to put on make-up or get dressed at school.

### ***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!!!!
- Launder all parts of the uniform separately.
- 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 the uniform items from the dryer and place on a hanger immediately after the cycle is complete.
- 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 we do not recommend it.
- 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 cost of the uniforms.

**ENSEMBLES*****Advanced Band (Wind Ensemble)***

The Wind Ensemble is the premier band ensemble at Liberty High School and consists of 10<sup>th</sup> to 12<sup>th</sup> grade students. The Advanced Band course is available to students who have successfully auditioned the previous spring. Students enrolled in this course are also required to take Marching Band. In addition to regular rehearsals occurring during the school day, students are expected to attend occasional after-school rehearsals and performances throughout the school year. Students in this class are tested on their mastery of concert music, technical exercises, and common terminology. Private lessons are highly encouraged. Four concerts are scheduled each year along with a concert festival. Opportunities for several band clinics, leadership clinics, and solo and ensemble are offered each year. Concert attire is all black:

Students must practice 15-30 minutes a day 5 days a week.

Ladies may wear one of the following:

- A black top with sleeves, black pants, or skirt that must be below the knee when seated; or
- Conservative black dress with sleeves and must go below the knee.
- No skin will be allowed below the waist.
  - Socks and stocking must be worn.
- When performing, it is important to understand that the goal is to bring AS LITTLE attention to the individual as possible, and AS MUCH attention to the music.

Men must wear the following:

- Black slacks and a black, long sleeved, collared shirt, red long tie, black shoes and LONG black socks.
  - No polo shirts will be allowed.
  - Sleeves will be down all the way to the wrist.
  - Jeans, jeggins or skinny jeans are not acceptable.
- When performing, it is important to understand that the goal is to bring AS LITTLE attention to the individual as possible, and AS MUCH attention to the music.

***Intermediate Band (Symphonic Band)***

The Intermediate Band consists of experienced students to gain better skills and techniques in order to enrich their musical experience. Students enrolled in this course are required to take Marching Band. In addition to regular rehearsals occurring during the school day, students are expected to attend occasional after-school rehearsals and performances occurring throughout the school year. Concert attire is all black.

Students must practice 15-30 minutes a day 5 days a week.

Ladies may wear one of the following:

- A black top with sleeves, black pants, or skirt that must be below the knee when seated; or

- Conservative black dress with sleeves and must go below the knee.
- No skin will be allowed below the waist.
  - Socks and stocking must be worn.
- When performing, it is important to understand that the goal is to bring AS LITTLE attention to the individual as possible, and AS MUCH attention to the music.

Men must wear the following:

- Black slacks and a black, long sleeved, collared shirt, red long tie, black shoes and LONG black socks.
  - No polo shirts will be allowed.
  - Sleeves will be down all the way to the wrist.
  - Jeans, jeggins or skinny jeans are not acceptable.
  - When performing, it is important to understand that the goal is to bring AS LITTLE attention to the individual as possible, and AS MUCH attention to the music.

### ***Beginning Band***

This performance-based course is designed for the beginning student who did not have the opportunity to take band in middle school. Students will receive instruction on flute, clarinet, alto saxophone, trumpet, trombone, euphonium or tuba. **All students, with the exception of the tuba player, will be required to purchase or rent their own instrument from an outside store and provide a method book. Members are required to participate in performances and attend rehearsals outside of the regular school day.** Concert attire is all black.

### ***Marching Band***

The Marching Band is the largest and most visible part of our band program. Practices are scheduled beginning with band camp and continuing on school day mornings, Monday and Wednesday afternoons through December. Performances at football games and marching contests are scheduled each fall in addition to any community parades. Each member of the marching band must be a member of Concert Band or Wind Ensemble at Liberty High School (colorguard members must register for Marching Band AND Rhythmic Precision). An exception to the marching band requirement can be considered for those involved in another school activity that conflicts with the marching band schedule. This exemption is at the director's discretion.

### ***Jazz Band***

This group plays music from the swing era up to contemporary literature. The SOLJaB I rehearses twice a week, Monday's and Wednesday's after school beginning second semester and continues through May. This group performs at a wide variety of community functions and in concerts on campus. Concert Attire for this ensemble is concert black with any tie.

## **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 directors.

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

- Fall Concert (October)
- Winter Concert (December)
- Pre-Festival (late February, early March)
- CCSD Band Festivals (March)

- Spring Trip Festival (April)
- 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 via email, or by checking the Google Calendar. 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 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/FEES**

Because of the nature of the band classroom, we issue additional punishments in addition the “progressive discipline” plan that is adopted by Liberty High School. 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 written assignments 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, or
  - Leaving your chair or stand un-stacked after rehearsal.
- A \$1 fee will be assessed if:
  - Drill coordinate sheets are left out, or
  - Drill coordinate sheets must be reprinted in the band office.
- A \$5 fee will be assessed if:
  - Music is left out, or
  - Folder is left out.
- A \$5 fee and detention will be assessed if:
  - Instrument left out, or
  - Locker found unlocked

### **GRADING PROCEDURES**

All official grading procedures for the Liberty High School Fine Arts department are broken down accordingly: 35% performances, 15% classwork/outside of school rehearsals, 30% class participation, 20% tests. Students are given 25 class participation points per week.

All in-class assignments are 25 classwork points. All in-class playing tests are 50 test points. All basketball games and assemblies are 100 performance points. All on-campus performances are 200 performance points.

All off-campus performances are 250 performance points. All outside of school sectionals and rehearsals are 50 classwork points.

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 48 HOURS before the rehearsal. If proper notice is not given, students may not have a chance to make up their points. [www.soundoflibertybands.com](http://www.soundoflibertybands.com) Contact Us → Create an Absence

## **LOSS OF CREDIT**

### ***Bathroom Use***

- Sign out/ sign in
  - Loss of 3 class participation points

### ***Tardiness***

- To class
  - Loss of 5 class participation points
- For performance / concert
  - Loss of 50 performance points

### ***Unpreparedness***

- No pencil, required books, drill, or music
  - Loss of 5 class participation points each
- No/wrong mallets, sticks, or “accessory” instrument in performance setting
  - Loss of 50 performance points
- No instrument
  - Full loss of performance points for event or 10 participation points
- No music
  - Half loss of performance points for event or 10 participation points

### ***Improper Uniform***

- Wrong socks, shoes, undershirt, shorts, jacket, gauntlets, shako, plume, bibs, pants, shirt, etc.
  - Loss of up to 50 participation points (10 points each)

### ***Carelessness***

- Returning late from break during Basketball Game
  - Loss of 25 performance points and loss of “break” privilege next game
- Playing another student’s instrument
  - Loss of 25 performance points
- Unauthorized eating in marching uniform
  - Loss of 100 performance points
- Uniform not returned the day after a competition
  - Loss of all participation points until uniform is returned
- Fees not paid off by December 1<sup>st</sup>
  - Loss of participation points until paid in full

## **CHAIR PLACEMENT AND CHALLENGES**

Students will audition for chair placements at the beginning of the school year.

Following initial placement, students may challenge players sitting one seat above them to gain a higher seat. Challenges will consist of one piece of music the band is currently rehearsing. The student being challenged will decide the excerpt to be performed. The challenge will be recorded beforehand. You may challenge as often as you want but no later than two weeks before a concert date, except within the same part. Repeated challenges will not be allowed if the frequency is on the verge of harassment. You must find a mutually agreeable day to record your challenge. The challenge must be on the same day or it will be null.

If a player refuses to accept a challenge the chair placement will be adjusted accordingly. If you are unsuccessful at an attempted to challenge at least one (1) week must pass before a re-challenge can take place.

## **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. A list of preferred instruments is below. Please talk to one of the directors for any additional help.

### ***Preferred Instruments:***

#### **Flute:**

Yamaha (solid silver body, open hole, Bfoot)

#### **Clarinet:**

Buffet R-13 (nickel keys)

#### **Oboe:**

Loree, Fox 300 or above

#### **Saxophone:**

Selmer USA

Yamaha 52 or 62

#### **Trumpet:**

Bach Stradivarius with ML bore

Yamaha Xeno

#### **French Horn:**

Holton Farkas 179

#### **Trombone:**

Bach 42 or 42BO

#### **Euphonium:**

Yamaha 321

#### **Tuba:**

B&S PT4 rotary valve tuba

## **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](mailto:tbwhaley@interact.ccsd.net)

## **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 trip accounts. The entire group projects include football split the pot, the car washes, profit shares at local businesses, and the silent auction.

The trip 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 efforts such as the carwash. The portion that benefits the entire program will still need to be donated to take care of expenses. Examples of expenses covered by the entire group fundraisers are: extra staffing, bus transportation, clinics, guest conductors, awards, props, and instrument maintenance.

## **BECOMING A BAND MEMBER**

Each year scheduling becomes more and more difficult. We understand the choices students will need to make but expect a commitment to the program. Our counseling staff and the director are adept at helping you balance everything and continue your participation in band. All members must be a member of a band class. 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 cannot remain as a member and will not be recognized at the awards banquet.

## FINANCIAL OBLIGATIONS

All items listed below are required. If a student already owns the item, students do not need to purchase a new item; all of these cases are marked with *if applicable*.

### ***Winds and Brass Yearly Cost***

Class/Fair Share Fee	\$150	<i>required payment</i>
Show Shirt and Gloves	\$15	<i>required payment</i>
Korg TM-50 Tuner/Metronome	\$30	<i>if applicable</i>
LHS Warm up Jacket	\$35	<i>if applicable</i>
Marching Band Shoes	\$30	<i>if applicable</i>
School Instrument Cleaning Fee	\$50	<i>per instrument if applicable</i>

### ***Percussion Yearly Cost***

Class/Instructor Fee	\$200	<i>required payment</i>
Stick Bag	\$25	<i>if applicable</i>
Double Sided Practice Pad	\$30	<i>if applicable</i>
Show Shirt	\$10	<i>required payment</i>
Korg TM-50 Tuner/Metronome	\$30	<i>required payment</i>
LHS Warm up Jacket	\$35	<i>if applicable</i>
Marching Band Shoes	\$30	<i>if applicable</i>
Winter Drumline	\$200	<i>non-required ensemble</i>

### ***Color Guard***

### ***\$325 Total***

Class/ Instructor Fee	\$65	<i>required payment</i>
Show Shoes	\$30	<i>required payment</i>
LHS Warm up Jacket (\$35), Gloves (\$5)	\$40	<i>required payment</i>
Show Flags for 2014 Show	\$90	<i>required payment</i>
Winter Guard Registration	\$50	<i>required payment</i>
Instruction	\$40	<i>required payment</i>
Extraneous Items (nuts, bolts, tape, poles, caps)	\$10	<i>required payment</i>

### ***Travelling***

### ***Approx. \$1800.00 Total***

Hawai'i – non required approx. \$1800.00

- **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** Stick requirements are set by the band director and depends on what role the student participates in that year. Students who own a practice pad will not have to pay for a new practice pad. Students who own a tuner, metronome, or tuner/metronome will not have to pay for new one.
- **Wind Players** are required 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). Students who own a tuner, metronome, or tuner/metronome will not have to pay for new KORG TM-50 Tuner/Metronome.

### ***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 and/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.

### ***Drum majors***

Drum Majors are expected to be in charge of students on the field. They are expected to help with uniforms, are responsible for tempos, discipline, and other leadership roles in marching band. Being an effective Drum Major is one of the toughest jobs within our organization. Drum Majors are selected through audition in the spring.

### ***Section leaders***

Section Leaders are the nuts and bolts of the marching band. Responsibilities of section leaders include: teaching drill, music, minor organization needs of music, 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.

### ***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. Duties of the Band Council will be outlined below:

#### **President**

Primary responsibilities of the President are:

- Plan and guide all band council meetings.
- Plan and publish an agenda for meetings.
- Serve on every band council committee and ensure that all committees and council members are performing their assigned duties to a satisfactory level.
- Ensure that all members of the band council are executing their duties.
- Communicate with band staff regularly
- Assist other band council members in the performance of their duties as needed.
- Maintain the music library
- Appoint and train librarians to serve in each band class.
  - Ensure librarians are completing assigned projects
  - Create and maintain a master folder system for music in each class.
- Assist in the coordination of summer mail outs.
- Maintain all bulletin boards with assistance from the Secretary

#### **Vice President/ Social Officer**

Primary duties for the VP/Historian are to:

- Create and maintain a historical record of the school year as it pertains to band.
  - Electronic or hard copy
- Update the band website as often as appropriate.
- Plan all aspects of social events
  - Swimming Party
  - All Night Lock In
  - Winter Party
  - Spring Dance
  - Band Banquet
  - Other Special Engagements
- Plan an activity every four to six weeks for the band

- Encourage and ensure that section leaders are planning events for their sections
- Be involved all across the band in all events
- Communicate to the Band Members and Staff regarding social events
- Work with the Band Boosters to secure food items, etc.
- Create a system to accurately determine which students will participate at social events such as sign-up sheets.

#### **Historian/Secretary**

- Create and maintain a historical record of the school year as it pertains to band.
  - Electronic or hard copy
- Update the band website as often as appropriate.
- Take daily attendance at meetings
- Keep an accurate record of all band council meetings.
- Work with the Vice President on bulletin boards.
- Work on maintaining a WEB PAGE.

#### **Treasurer/ Reporter**

Primary duties of the TSAR are to:

- Assist the other student officers when requested.
- Maintain weekly phone system information.
- Prepare and copy the weekly band announcement sheet.
- Assist in the operations of the band supply drawer.
- Assist in fundraising operations.
- Ensure as much exposure of the band program as possible to the general public including the school newspaper, the yearbook, the Las Vegas Review Journal.
  - Email: Dean Hillmon, Mr. Wickler, and Ms. Albertson for information to get on the daily announcements.
- Write a monthly article regarding band events to be submitted to the Band Booster Newsletter
- Find creative ways to make money

#### **Drum Majors**

Primary duties of the Drum Majors are:

- Ensure all equipment is set up and ready for all rehearsals.
- Attend all band and guard functions.
- Responsible to the director for the conduct and actions of the band at all times.
- Take charge of the band in all types of situations.
- Assist the director in maintaining discipline and order.
- Coordinates and supervises section leaders and is responsible for their effectiveness and actions.
- Manage the uniforms of the band program in all areas such as racking, storing, and issuing.
- Maintain a thorough inventory of all uniform related items such as water coolers, ice, old shoes, gloves, etc.
- Ensure that the uniform room is functional at all times.
- Ensure proper care and storage of all uniforms.
- Administrate the issuing of equipment for check out on a weekly basis.
- Take the role of “representative” if representatives are not selected.

#### **Section Leaders**

Primary duties of the Section Leaders are:

- Teaching drill and music to section.
- Minor organization needs of music, drill charts.
- Communication with drum majors.
- Take daily attendance and ensure Mr. Whaley receives it.

#### **Color Guard Captains**

Primary duties of the Color Guard Captains are:

- Attend all band/guard functions and practices.
- Lead sectionals when necessary.
- Conduct uniform checks.
- Have a working equipment inventory.
- Always set an example of the team; in and out of rehearsal.
- Is held responsible for the conduct and actions of the guard at all times.

#### **Equipment Manager / Percussion Captain**

Primary responsibilities of the Equipment Manager are:

- Assist the President in the performance of duties
- Serve as “Equipment Manager”
- Create a process to select the loading crew



- Appoint the loading crew
- Create a system to ensure that all equipment is loaded and transported correctly.
- Work with band staff and the loading crew to ensure effective loading and movement of band equipment for ALL travel
- Establish all responsibilities for the “prop crew”

## PRIVATE LESSONS

Private lessons are an important part of any successful band program. Our program cannot exist at the level it does without committed private teachers and committed parents willing to support this effort. Costs in our area are in the range of \$15-\$20 per half hour lesson. Private lessons and regular practice is the key to long-term success for every student. Please contact the band office for the names and numbers of area teachers.

### ***All***

Anthem Hills Music 702-591-7784  
 Family Music Centers 702-435-4080  
 Kessler & Sons Music 702-492-7263  
 NV School of the Arts 702-384-ARTS

### ***Flutes***

Sheri Parker sparkerflute@hotmail.com  
 Emma Pease-Byron 702-354-0312

### ***Oboe***

Ellie Scott 574-621-0755  
 Dani McCracken 702-612-6791

### ***Bassoon***

Martha Ramos 702 767-2790

### ***Clarinets***

James Koperski 702-812-0608  
 Lindsay Lozito 702-286-5313

### ***Saxophones***

Billy Skembos 260-446-4573  
 Travis Pardee 702-498-7393  
 Brian Farias HealingMusicMan@aol.com

### ***Trumpets***

Jared Bushee jmbushee@interact.ccsd.net  
 William Daines 702-672-6709  
 Zach Jackson 702-321-7571

### ***Horn***

Chris Golden 559-287-5904  
 Beth Lano 702-809-3039

### ***Trombones/Euphonium***

David Philipus 702-985-2905  
 James Nelson 702-556-5141  
 Leanne Stamp 702-739-3309  
 Mr. Whaley tbwhaley@interact.ccsd.net

### ***Tuba***

Jeff Lance jlance@interact.ccsd.net  
 Zach Jackson 702-321-7571

### ***Percussion***

Rachel Julian rcjj3@earthlink.net  
 Alex Stopa 702-279-7122  
 Peter Rice 702-994-0417

## ONLINE CODE OF CONDUCT

Maintaining a higher standard of conduct will also include ensuring that band member websites are appropriate. The internet is a worldwide, publicly accessible forum of communication. Any communication through social media, texting, etc., appearing on the internet is public domain, even if it is marked private. Members are responsible for their personal websites and postings, as well as posting from or on other students' websites. The areas of appropriateness 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. Any such incident will result in review by the principal and may lead to dismissal from the band.

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

- Upon confirmation of a first violation, the member will be asked to remove any offensive items from the website(s) and will be asked to give an apology and plan of action to deter this behavior to the principal, directors, and band members. Parents/guardians will be contacted and made aware of the offensive behavior.

- Upon confirmation of a second offense, the member will be asked to remove any offensive items from the website(s) and will be asked to give an apology and plan of action to deter this behavior to the principal, directors, and band members.
  - Parents/guardians will be contacted and made aware of the offensive behavior. In addition, the student will be suspended from all Band activities for a period of 3 days to 3 weeks.
- Upon confirmation of a third offense, the member will be removed from band.

## AWARDS

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

- Certificates for yearly participation
- Senior awards for four years of membership
- Outstanding awards for each grade level
- Most Improved
- Band Spirit Award

Each of these awards is made by the staff with consideration given to the entire year's effort by the student.

### *Varsity Letter*

The purpose of the Band Letter is to encourage and reward students who are active in all aspects of the band program. Band Letters are awarded at the annual Band Banquet. Any member of the band can earn a letter any given year. After the first letter is awarded, a Bar is given for each additional year if the correct number of points is earned. 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.

To earn a Band Letter or Bar, the student must complete all of the following:

1. Complete at least one year of participation in the band program, 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 400 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	100 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 (up to 75 pts)
Audition for District Honor Band	25 pts
• Honor Band Participant	75 pts
• Audition for All State Band/Jazz Band/Orchestra	25 pts
• All State Band Participant	50 pts
Solo and Ensemble Participant	25 pts
• Superior rating at S&E	50 pts
• Excellent rating at S&E	25 pts
• Each additional entry at S&E with a rating of II or higher	20 pts
Participate in the Band Council	25 pts
Audition for Section Leader/Drum Major (Current year)	40 pts
Attend a summer music/drum major/leadership camp last year	60 pts

Participate in an extracurricular music group:	50 pts
<ul style="list-style-type: none"> <li>Youth orchestra, community band, church music group, etc.</li> </ul>	
Concert attendance	25 pts
<ul style="list-style-type: none"> <li>one page written report about concert with a program stapled to the application. (up to 100 pts)</li> </ul>	
Volunteer to work concessions (10 pts per game and must be proven if applicable that year)	10 pts
Volunteer to work at the SNBA HS Intermediate Band Festival (15 points per day)	15 pts

## **SCHOOL ORGANIZATION**

### **I. Administration 702-799-2270**

- A. Principal: Derek Bellow x4101
  - 1. Assistant Principal: Kathleen Morse x4201
  - 2. Assistant Principal: Jordan Phee x4205
  - 3. Assistant Principal: Preston Goroff x4203
    - A. Dean: Tarsha Hillmon x4501
    - B. Dean: Roseann Hill x4502

### **II. Instrumental Music Department:**

- A. Director of Bands: Travis Whaley x4040
- B. Del Webb Middle School Director: Dr. Tracey Leslie
- C. Silvestri Middle School Director: Mike Smukal

### **III. Appointed Band Staff:**

- A. Drum Major:
  - a. Selected by audition each spring, serves as field conductor for the band.
  - b. Helps run rehearsals and sectionals in the fall, responsible for freshman marching instruction and guidance, assist during inspections, and serves as band representative at all marching competitions, and any other duties the director may assign.
  - c. Must have at least one (1) year of high school band instruction in order to audition.
- B. Section Leader:
  - a. Selected through application by the directors.
  - b. These individuals must have outstanding musical ability as well as strong leadership qualities.
  - c. Students must be a junior or senior to be a section leader.

**And one final word:**

**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!**

-Broken Arrow High School Band, Grand National Champions

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# CONTRACT

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Student Name: \_\_\_\_\_

## **DUE Thursday, August 27<sup>th</sup>, 2015**

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 discipline and rewards will be administered in a fair, thought-out manner by the band director. 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 then band program.

Parent/Guardian name \_\_\_\_\_

Parent/Guardian main phone \_\_\_\_\_

Parent/Guardian email \_\_\_\_\_

Parent/Guardian signature: \_\_\_\_\_ Date: \_\_\_\_\_