

2017-2018 Mustang Band Handbook

Welcome to the Mandarin High School Mustang Band!! We are happy to have you and your student as part of this 'Superior' program. Please read below to see what to expect in the coming year as a Band member/parent.

How Will I Know What's Going On????

There are seven (7) different ways to get information.

1. Paper work sent home with your student
2. Ms. Chaffin's Weekly Announcements Blog (<http://chaffinp.wordpress.com/>)
3. Email (mustangbandboosters@gmail.com)
4. Facebook group page (Hail to the Mandarin Mustang Band!!!!)
5. Twitter (@mandarinband)
6. Website (www.mandarinband.com)
7. Directly from your student

Please ensure that we have your current email address when you fill out the paperwork for the band. This is the best way we can get in contact with you so that you are always informed.

The Upcoming Band Schedule

May, June & July – Mini-Band Camp kicks off the season in May and then evening practices called "**Thursday Night Live**" that run from 5pm - 8pm are scheduled in May and June. Students that will miss a TNL must email Ms. Chaffin at chaffinp@duvalschools.org. This is a great opportunity for your child to meet everyone in the band and be prepared for next year. Here are the dates for 2016:

May 19, May 26, June 2, June 16, and June 23

*Drumline continues TNL rehearsals through July.

Mandatory Band Camp:

July 25-29	Leadership/Color Guard/Drum Line; 1-8pm
July 28-29	New Members/Rookie Camp; 1-8pm
July 31- Aug 3	Full Band Camp: 1-8:30pm
August 4	Full Band Camp: 7:45am-noon *dismissal @1:15 after Freshman orientation
August 4	Family BBQ; 6pm

The band will march into the courtyard and perform what they learned that day 30 minutes prior to dismissal every day of band camp. Parents are encouraged to watch.

Mandatory Rehearsals: Tuesday, August 8 and Thursday, August 10; 2-4:30pm

General Info & Policies

****All students enrolled in Eurythmics or a band class participate in BOTH marching and concert band activities.**

1. Academic Eligibility/Commitment to Band Program: In order to participate in band activities, students must maintain a cumulative G.P.A of 2.0 or higher. Eligibility is determined each semester by the cumulative G.P.A. Any student whose bonus points drop below 70 will be suspended from Band Activities. A student must be in attendance at school at least ½ day on the day of, or the last day before a performance. **Students must attend the last rehearsal before a performance in order to be eligible to perform.**

This program runs for the full year. Considering the level of commitment required, participation in other co-curricular or extra-curricular activities may be limited.

2. Code of Conduct: All members are expected to act in a dignified manner treating each other with respect. This includes members of other bands and schools. Students are to follow Duval County's Code of Conduct at **ALL TIMES**. Students with prior (prior year) behavior referrals of a "Class 2 to Class 4" will not be allowed to join band.
3. Colorguard: This group is the visual component of the Mustang Band which represents Mandarin High School. All members re-audition annually. This process is intended to create a team of dedicated students willing to work hard, work collaboratively, and as an independent team. The auditions consist of fundamentals, past performance for returning members based on demonstrated: attitude/dedication/ability to work in a team environment (esprit de corps). Students with any history of misconduct in school or with a GPA below a 2.0 will not be considered.
4. Physicals: Every student is required to turn in a physical signed by a physician to Ms. Chaffin. It is preferred to have this in during band camp but should be turned in no later than the first game. When scheduling your student's doctor appointment, please note band camp and rehearsal schedules. Students are not excused from rehearsals to go have their physicals!

There is an opportunity during the summer break for students to get FREE physicals through the school's athletic department. The Athletic Director will make sure Ms. Chaffin receives all those physicals. Or, you can go to CVS or Walgreens Clinics for physicals. They typically cost approximately \$25-\$30.

All students are required to get an updated physical every year. They are valid one year from the date your physician signed it.

5. Band Camp: is the first REQUIRED event of marching season. Students must attend on their specific days so they can be ready for field performances.

What do students need to be prepared for band camp?

- First and foremost, a great attitude!
- Practice Uniform
- Comfortable Sneakers with socks (no flip-flops or sandals)
- Hat, Sunglasses

- Red, 1-Gallon Coleman Cooler full of ice water
- Lunch/Dinner – Students are not permitted to leave campus during meal breaks
- Instrument
- Instrument Lyre with Music in Flip Folder
- Sunscreen, Optional “heat gear” such as long sleeve WHITE moisture wicking/SPF shirts

What should students expect during band camp?

- TO BE VERY TIRED. While there are plenty of breaks allowed due to the heat, students are not used to marching in the heat. Marching on the practice field will be in the evenings (during the cooler part of the day) and inside in the gym or band room during the hottest part of the day.
- Learning how to march and play simultaneously. In the beginning, students may not be able to do both, the process happens gradually. Encourage them to practice their music at home so they can memorize it. This will be required for performance.
- Making friends. Students will get to know all the people in their section and also those in other sections. The Mustang Band is family.
- Have fun! Even though students will be tired, they will have a good time learning new skills.
- Band Camp concludes with a family BBQ. We all get together for a great meal and then we move into the auditorium for a sneak peek at what our students have learned during band comp. Weather permitting...we may get to see the band perform outside as well.

6. Band Rehearsals: The full marching band rehearses after school on Tuesdays and Thursdays from 2:20-4:30pm during football season. The band marches to the rehearsal lot. Students must be in formation at 2:15. Step off will be at 2:20. Students are considered tardy if not in formation which results in points off.

**Please note when picking up students, rehearsal ends at 4:30. Please allow 15-20 additional minutes for students to march back to the band room and pack up.

Students MUST have the following items at EVERY rehearsal:

**Students that come unprepared to rehearsal will get points off.

- White Practice Shirt – purchase from the band boosters. **NO CUTTING SHIRTS**
- Green Mesh Shorts – purchase from the band boosters
- Sneakers and socks (no flip flops) – beginning in October, marching shoes required at all rehearsals
- Red, 1-gallon Coleman cooler filled with ice water
- Hat, Sunglasses, Sunscreen
- Music in flip folder
- Pencil
- Drill

During competition weeks & Districts Week, additional rehearsals may be added to the Tuesday/Thursday schedule. Please note that points will be deducted from your child’s band grade if they do not wear proper attire and come prepared.

7. Attendance: Students must attend all practices and performances; this includes being early and attentive. Students are not excused from rehearsals for work when 2 weeks of rehearsal notice has been given. Please schedule doctor’s appointments, etc. outside of the rehearsal time. **Students with an absence may be placed**

on alternate status. No student marches the performance if absent (for any reason) from the prior rehearsal.

This rule is not intended to punish the student but to provide all students with a positive band performance through preparation. In order to execute a band show, it is imperative that all members are present. Each member is **vital** to our organization and all members are dependent upon each other. **Rehearsals are rarely cancelled.** In the event that a rehearsal is cancelled, the Twitter feed will be updated with the information. Please check the twitter feed if there is any question as to practice being cancelled.

Members must attend all performances. It is the student's responsibility to clear all performance dates on social, personal, testing (ACT/SAT), family, and work calendars. Students will not be excused from a performance unless severe illness occurs.

Avoid Conflicts: Be aware for the weekends in October and the weekend of November 5th (District Marching MPA). Please be considerate. It is very difficult for other students, and many other problems occur when we have to perform or rehearse with "holes" out on the field. Marching Band is a team effort and the whole team needs to be present.

8. **Marching Uniforms:** Uniforms are fitted during band camp week. Please note that uniforms are unisex so that every member of the band looks alike on the field. Every effort will be made to find the most comfortable fit for each student but it may not be a 'perfect fit'. The uniform rental fee is included in the fairshare and includes rental and dry cleaning of pants, jackets, gauntlets, and aussies. One pair of white gloves is also included. Additional gloves may be purchased for \$5 from the boosters. It is the student's responsibility to keep their gloves clean and white enough to pass inspection before each event. This fee does not include required practice uniforms or under uniforms which is to be purchased from the band boosters.

Alterations are done by the uniform chair and/or persons permitted by the boosters. Any other alterations are NOT PERMITTED as these uniforms are band-owned.

Students must have all fair share from previous years paid and the \$50 August payment made before a uniform is issued. Students owing fairshare from previous years can not march until arrangements are made with the boosters/director to become current with fees.

9. **Marching Shoes:** Marching shoes from the prior years are acceptable provided they are in good condition. We will order shoes as a group. Shoes are \$40 and MUST be prepaid. Deadline is Friday, August 5th at the Family BBQ. If you don't order and pay for the shoes by this date you will need to order them on your own. If you order on your own, you will pay the \$40 plus \$15 for shipping. Our shoe is Director's Showcase MTX Black Marching Band Shoe.
10. **Khaki Shorts/Pants:** Students need a pair of khaki shorts or pants. These are worn as a part of the pep band uniform. The band wears the pep band uniform to school on Fridays during football season and they will wear this periodically through the year for performances where a full band uniform is not needed.
11. **Colorguard Uniforms:**
 - Practice Uniforms: White tank top & green mesh shorts (purchased from the band boosters), supportive sports bra (no color requirements), socks & sneakers

- Dri-Fit & Khakis: Colorguard wears the black dri-fit and khakis when the band is in Pep Band Uniforms. They also wear the black dri-fit over their unitards at competitions.
- Performance Uniform: Black Unitard (\$30), Spanks, Black Knee-High Socks, Black Marching Shoes (\$35), and show uniform (purchased from the boosters)
- Team Jacket (\$60) optional

12. Game Day: Call time for games is usually 4:45pm. Students must report at call time prepared with the following:

- Complete Under Uniform: Consists of black dri-fit, green mesh shorts, black knee high socks, marching shoes, and Mustang Band Ball Cap or Visor
- Instrument
- Music in Flip Folder
- Lyre
- Red, 1-Gallon Coleman Cooler filled with ice water
- Money for concessions

Students arrive and practice with their section. At 5:45pm, everyone reports to the courtyard in full uniform for inspection and warm up. The band will step off to the field at 6:30pm for the stadium.

13. Colorguard and Drums: Guard and Drum Line have additional rehearsals due to the nature of the instrument/choreography. We need every student present in order for the sectional to be successful. Rehearsals are called at least 2 weeks in advance out of respect for the students and parents. Please note that additional funding is also required for these sections and results in students buying personal equipment/uniforms not supplied by the school.

14. Sectional Rehearsals: Sectionals are run by the section leaders or the directors. All students are required to attend sectionals. Areas of concentration will be warm-ups, fundamentals, marching, music, stands tunes, and memorization tests. Sectionals will be called by the section leaders.

15. Doubles/Z-Line: (marching band only) In order to provide all students with positive performance opportunities, a system of “doubles” is utilized. Students who are new at learning performance fundamentals perform a portion of the show and switch with another player for the other portion. Initially, a march and play-off system will be used to evaluate marching and playing ability. This includes color guard.

16. Unannounced Performances: We can expect many requests for our marching band to perform and represent Mandarin High School and Duval County. Performances are posted on the calendar as well as the band website. Students earn points on for these extra performances and can also earn volunteer hours.

17. Music & Equipment: All instrumentalists will be provided a packet of music. Students will need to provide their own lyre and flip folder for marching band and a black 1” 3-ring binder with pockets and sheet protectors. Take the instrument to any music store to have a lyre fitted. Students will need a tuner and a metronome.

The band has certain larger instruments to rent for \$30/semester to help cover the cost of cleaning, maintenance, and repair costs. These instruments are checked out at the beginning of the season and returned at the end of the season. Any damage beyond normal wear and tear will be charged to the student’s school account.

18. **Phones: NOT PERMITTED DURING REHEARSALS, Games, or Performances – AT ANY TIME.** The only exception is leadership students may use the DrillbookNext app for marching rehearsal.

19. Other required items:

- Woodwind Players: 1 box of reeds in rotation, reed case, cork grease, swab
- Brass Players: valve oil, BERP, slide grease – trumpet/tuba/baritone
Slide cream, spray bottle - trombone
- Percussion Players: 1 pair VIC Firth SD1 general snare drum sticks, 1 pair VIC Firth general timpani mallets, 1 pair Mike Balter Medium Blue keyboard mallets (concert season), stick bag

20. Smart Music: (does not apply to Colorguard or Percussionists). This is a program required for all Wind Players. Ms. Chaffin will send out weekly Smart Music Assignments and students will be required to play, record, and submit the assignment for a grade. All of the marching show music will be uploaded and available for students to practice with. The annual subscription is \$40. Go to www.smartmusic.com to set up your account. All students need to have an active account no later than August 1st but the sooner, the better! Students that do not have access to a home computer or have financial hardship may complete smartmusic assignments in the band music library before or after school.

21. Fair Share aka "Enrichment Fee"

NON REFUNDABLE ** NON TRANSFERABLE

Fair Share is the cost to run the band program per student. The fee is kept to a minimum each year and supplemented by the booster as well as additional fundraising activities. The fair share covers the band's planned operating expenses for the entire year. Budgeted items includes: instruments, music, repairs, transportation, MPA/Competition Entry Fees, uniform purchases, auxiliary equipment, marching equipment, All State fees, student awards, clinicians, staff, etc.

Fundraising opportunities are provided to raise the money needed to meet the annual budget for the program. Each band member is expected to do his/her "fair share" of the fundraising – minimum \$300.

Ample fundraising opportunities are provided for students and their families to earn the fair share. Profits for designated fundraisers apply to the student's individual fair share account. Those who prefer to pay the fair share instead of fundraising may do so following the scheduled deadlines. The deadline dates for payments or for fundraising accomplishments are listed clearly in the schedule.

Parents can receive a \$50 fair share credit for volunteering a minimum of 20 hours helping the band in an approved way (chaperoning, helping with uniforms, pulling the trailer, etc.) **AND** volunteer for 1 shift at the gift wrap booth. There is a volunteer log book in the uniform room so that the Boosters can track the hours you have worked. Only those hours recorded will count towards the credit. Volunteer hour credits will be applied to your student's fair share account once you have worked your gift wrap shift.

Fair Share is broken up into 6 monthly payments of \$50 due on the first school day of each month August-January as follows:

- August 1 **Must be paid in order to receive a marching uniform!
- September 1
- October 1

- November 1
- December 1
- January 3 (waived with the \$50 parent volunteer credit)

Students entering the program mid-year or who do not participate in the marching band due to a physical or religious reason are responsible for \$100 fair share fee.

Any student with a financial hardship may apply for a scholarship. Please discuss the options with the director.

****Fees and fair share payments are non-refundable.** The annual budget is based upon the needs of the band program divided equally among the program enrollment. Failure to participate in the band program will not relieve the student of his/her responsibility. Failure to maintain academic eligibility will not relieve the student of his/her responsibility. Appeal of this policy may be submitted in writing to the Band Director.

Any student that does not meet their monthly fair share requirement may lose eligibility to march and placed on the school debt list. Please understand that it is very expensive to run a band of this caliber and it hurts the rest of the band when members are unwilling to pay (or earn) their Fair Share and the burden is then placed on others. Students with outstanding fair share balances will not be able to order Winter Band Gear.

22. Payments: There are three ways to make fair share payments:

- Cash/Check: Checks should be made payable to the Mandarin High Band Boosters. All cash and check payments should be placed in an envelope with the student's first and last name, amount, and purpose of payment in the safe in Ms. Chaffin's office
- PayPal: credit/debit card payments can be made through the band's PayPal account. When making a PayPal payment, there is a 3% convenience fee to cover the fees that the band has to cover to PayPal. Go to the band's website (www.mandarinband.com) and click on the "Donate" button. Please make sure your student's first and last name and purpose of the payment are in the memo section.
- Fundraisers

23. Fundraisers: We have many fundraisers available to help students with the cost of their fair share. There are also a few 'general fund' fundraisers that do not go into the student's fair share accounts. As soon as fundraisers are decided upon and scheduled, it will be published on the band's website and in the weekly Monday Announcements.

General Fund Fundraisers include the gift wrap booth at the Avenues Mall in December and the Prism/Silent Auction event in May.

24. Good Standing: Good standing means that the student is debt free to the band and has attended all obligations and has at least 70 bonus points. Only students in good standing are eligible for letters awards.

25. Lettering: Band letters are a reward for student work and achievement. Students must be in "good standing" and attend all rehearsals and performances. After the SECOND full year (marching and concert bands) has been completed, the member earns a letter.

26. Concert Band: There are two concert ensembles: Symphonic Band and Wind Ensemble. Wind Ensemble requires an annual audition with Ms. Chaffin. All other students are in the Symphonic Band. Both ensembles perform at concerts and District Concert MPAs but they will focus on different music. Incoming 9th grade students are required to also take the “Instrumental Techniques” class. Any band student may elect to take Instrumental Techniques as an elective (signed permission required)

Wind Ensemble members are required to audition for All-District Honor Band and participate in District Solo & Ensemble. Symphonic Band members are encouraged to participate in these events but not required. The Wind Ensemble also attends State MPA upon earning a superior rating at District MPAs.

27. Concert Attire: All band members wear “Concert Blacks” for concert performances

- Guys: Wear Black tuxedo pants (or dress pants), black long sleeved shirt, black socks, black dress shoes (or marching shoes), and black solid satin tie. Wind Ensemble guys wear a tux jacket provided by the boosters.
- Ladies: Wear Conservative Bodice Dress Blacks. Long or short sleeves, dress slacks or dress or long skirt, black trouser socks or black hose, black low-heeled ‘pump style’ shoes; no open toed shoes or sandals. Conservative bodice is defined as no skin showing from the neck down with the exception of the arms. Wind Ensemble ladies wear a specific gown purchased through the boosters. Symphonic ladies may also wear the Wind Ensemble gown.
- Long Hair: Must be pulled back in black hair tie

28. Concert Band Rehearsals: These rehearsals are on the calendar months in advance. Because the band classes meet on alternating days, and all students are not in the same class, the concert ensembles meet after school. The rehearsals typically last one hour and most occur 3-4 times prior to a performance. Please note that depending on the ensemble, the band may meet more often than this and on occasion, evening rehearsals are called.

29. Instrumental Techniques: Beginning in the fall 2015, incoming 9th graders and students new to the Mandarin Band will take both Instrumental Techniques and Symphonic Band classes. Instrumental Techniques allows Ms. Chaffin to work more closely with our younger players preparing them for the challenging literature in the band classes as well as success in the High School Band. We will cover topics such as mixed meter, rhythmic groupings, 12 majors, digital patterns, proper warm up techniques, instrument maintenance/minor repair, embouchure placement, solos for solo/ensemble etc. The course also allows her to help students (9th and 10th graders) who may feel overwhelmed or behind. The course is open to any student and Ms. Chaffin wants to encourage any students who feel that they are behind where they would like to be (as far as musicianship/playing is concerned) as well as upperclassmen who can help run sectionals, be models, mentor younger students, mentor a chamber group for S&E or a concert (or both!) etc.