

# Lincoln High School

# Band Handbook &

# Course Policies

## 2018-2019

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

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### **INTRODUCTION**

It is very important that all band members and their parents read this handbook carefully. Any concerns should be addressed with the band directors at or before the beginning of the school year.

It is equally important that all band members retain this handbook for reference throughout the school year.

As a member of the Lincoln High School Band, each student assumes the responsibility to understand and abide by the guidelines and policies contained in this handbook.

### **MISSION STATEMENT**

-  To foster and support an environment of musicianship, hard work and friendship.
-  To be an example of character, leadership, dedication, cooperation and discipline.
-  To inspire community involvement and school spirit.
-  To always strive toward our full potential.

## **BAND OBJECTIVES**

1. To develop and maintain the highest standards of musical excellence in instrumental music and to maintain a well-rounded education of all band students.
2. To encourage band students to broaden their musical knowledge and aesthetic experience by performing music from various styles and eras.
3. To provide band students an opportunity for development for those students who may wish to pursue music as a possible career.
4. To develop the individual character and self-discipline to help ensure success in all future aspects of life.

## **COURSE DESCRIPTIONS**

**SYMPHONIC BAND 1 credit** Symphonic Band is for more advanced band members who have also demonstrated outstanding cooperation and proper attitude. Symphonic, Concert, and Varsity Bands are combined for marching band functions. The band performs year round in parades, football games, concerts, and various civic functions. In addition to daily rehearsals, extra out-of- school rehearsals for and participation in the Fourth of July Parade, Band Camp and the Ypsilanti Heritage Festival Parade. Attendance at all scheduled performances and out-of- school rehearsals is **REQUIRED**. Unexcused absences from summer activities could result in removal from the class or the band program.

**CONCERT BAND 1 credit** Concert Band is for band students whose performance skills have not yet attained Symphonic Band level. Concert, Symphonic, and Varsity Bands are combined for marching band functions. The band performs year round in parades, football games, concerts and various functions. In addition to daily rehearsals, extra out-of-school rehearsals are scheduled throughout the year. These include summer activities such as rehearsal for and participation in the Fourth of July Parade, Band Camp, and the Ypsilanti Heritage Festival Parade. Attendance at all scheduled performances and out-of- school rehearsals is **REQUIRED**. Unexcused absences from summer band activities could result in removal from the band program.

**VARSAITY BAND 1 credit** Varsity Band is for band students whose performance skills have not yet attained Symphonic Band level. Concert, Symphonic, and Varsity Bands are combined for marching band functions. The band performs year round in parades, football games, concerts and various functions. In addition to daily rehearsals, extra out-of-school rehearsals are scheduled throughout the year. These include summer activities such as rehearsal for and participation in the Fourth of July Parade, Band Camp, and the Ypsilanti Heritage Festival Parade. Attendance at all scheduled

performances and out-of- school rehearsals is REQUIRED. Unexcused absences from summer band activities could result in removal from the band program.

JAZZ BAND 1 credit Jazz Band is a select ensemble for band members with advanced musical ability who have also demonstrated outstanding cooperation and proper attitude. The Jazz Band performs throughout the school year at school concerts and other public appearances. Emphasis will be on jazz styles such as swing, blues, bebop, Latin, etc. in addition to improvisation. Attendance at all scheduled performances and out-of-school rehearsals is REQUIRED.

## **I. GRADING**

1. Excused absences from performances and extracurricular rehearsals requires notification to the directors in writing (forms available from directors). Less than 2 weeks notice will generally be considered insufficient. In the event of an emergency or illness, you must inform the directors immediately and submit a doctor's note from a parent the day you return to school. The directors reserve the right to determine the validity of the absence/tardy, to what extent it is excused and if the student is able to participate in the upcoming performance. Students must attend 70% of the rehearsals to participate in a performance and demonstrate the ability to perform the designated music.

2. School related conflicts will be treated with as much flexibility as possible providing ample notice of the conflict has been given to the directors and other staff (i.e. coach or sponsor) in writing.

3. Absences/tardies because of job, transportation, etc. will not be considered excused. Help with transportation issues may be available with prior notification.

A. Attendance - The band is a team and as the largest team in school, it must have complete commitment from all of its members in order to be successful. It is critical in any band that regular attendance habits be maintained. As a result, all performances and extracurricular rehearsals are MANDATORY.

B. Expectations – All band students are expected to fully participate in class each day of attendance unless a written excuse is provided and approved by a director.

C. Points and Make up work

1. The weighted point system is as follows.

Performance 100

Rehearsal/Sectional 50

Classroom Participation 25

Playing Assignments 20

Written Work 20

Extra Credit up to 5

2. Make up assignment for an excused absence will be considered for full credit.

3. Make up assignment for an unexcused absence will be considered for 65% credit.

#### D. Other

1. Summer Activities, such as 4th of July and band camp, while not a graded activity, are required to maintain a student's status as a member of the band.

2. Pep Band – Each band student must attend a determined amount of pep band performances and points will be added to the 3rd quarter grade.

3. Playing and written tests will occasionally be given and averaged into the students' grade.

4. Practice sheets may be assigned.

5. Sectionals will be assigned each performance cycle. Date will be determined by section leaders and posted on the board with ample notice. If a student cannot make the posted sectional then students may make up that time with at least 2 other students. Please see the band director if attendance at a sectional is still in conflict. Fall sectionals must be completed ASAP before game.

6. Exclusion from a performance may occur at the discretion of the directors, if a student does not exhibit satisfactory effort, is not in attendance for 70% of rehearsals and/ or behavior. Attendance at the event is still required.

#### E. Expectations

1. Instrument, music, pencil and other essential supplies, such as lyre, field markers, appropriate attire and charts must be brought to each class/rehearsal/performance.

2. Each band student is expected to practice and learn his/her assigned

parts to a high degree of accuracy and musicality.

3. Food, gum, pop, etc. are not permitted in the music area at any rehearsal or performance related activity.

4. The uniform must be worn in its entirety or not at all, including appropriate shoes and socks.

5. Each student must exhibit appropriate effort and behavior.

🎪 Disciplinary infractions or unsatisfactory effort will result not only in loss of participation points, but may necessitate disciplinary action up to and including dismissal from band.

## **II. CONDUCT**

A. The school code of conduct as published in the student handbook, is to be followed at all times, including band functions away from school.

B. Students are expected to cooperate within the “chain of command”, which includes section leaders, drum majors, and instructors. Any unresolved concerns should be brought to the directors at the earliest appropriate opportunity. (See section leaders and drum majors)

C. All band members will exhibit positive attitude, excellent effort, and respect to other members of the group, including the student leadership, chaperones, instructors, and directors.

## **III. PERCUSSION**

With the exception of bass drum mallets, percussionists will be expected to purchase their own sticks and mallets necessary to play all of their parts. See the directors for suggested brands and models. Because of the risk of irreversible hearing damage, percussionists are strongly encouraged to use earplugs during marching band sectionals and rehearsals. The percussion section will have separate, sectional rehearsals in addition to the regular full band rehearsals. These will be during the entire marching season and possibly throughout the school year. These extra rehearsals are necessary due to the specialization and memorization required of percussionists, and are mandatory. There will be a \$50 fee (\$25/marching; \$25/concert) each year.

## **IV. COLOR GUARD/AUXILIARY**

Color guard members are selected from marching band each year by audition. Because

of the unique physical demands of this section, color guard members must exhibit a high degree of coordination, stamina and poise. In the event of unsatisfactory effort or performance, members may be reassigned to their instrumental section. The color guard/auxiliary will have separate, sectional rehearsals in addition to the regular full band rehearsals. These will be during the entire marching season and possibly throughout the school year. These extra rehearsals are necessary due to the specialization and memorization required of the color guard, and are mandatory. There will be a \$25 fee each year

## **V. PEP BAND**

During basketball season, all marching band members are required to perform at a minimum of designated home games to be determined at a later date. Waiting until late in the season might result in conflicts that prevent the completion of the required performances. Students **MUST** sign in upon arrival to receive credit

## **VI. UNIFORMS**

A. Appearance – Uniforms must be clean and wrinkle free at all times. The uniform is a noticeable symbol of Lincoln pride, and anyone wearing it is associated with the Lincoln Band, so it is imperative that it be worn with care and pride. Wearing the uniforms necessitates conducting yourselves in a professional manner, i.e. no fraternizing, horseplay, etc. Uniform inspections will be done by the drum majors, section leaders, and/or adult chaperones at each performance, with final approval by the directors. Band members are not to wear accessories or jewelry deemed inappropriate by the directors. All uniforms must be worn in their entirety and appropriately at all times.

1. Marching Band Includes issued uniform, as well as the designated marching shoes, gray t- shirt, black socks, and gloves. Hair must be off the collar when wearing hats.
2. Concert Season Includes issued uniform, black socks or nylons and black shoes.
3. Jazz Band Includes black pants or skirt, dress shirt, long tie (issued), black socks and shoes.
4. Pep Band Includes Lincoln Band attire, i.e. gray t-shirt, polo shirt, band sweatshirt, etc. (No hats, jackets, etc.)

B. Care and Responsibilities – Students are responsible for the proper care of the uniform and any accessories assigned to them. Lost or damaged items are the financial

responsibility of the student to whom they are assigned. Refits of polo shirts, shoes, shorts and other purchased items are the financial responsibility of the student. Failure to follow these uniform care guidelines will be considered willful misuse/ destruction of school property, subject to disciplinary measures.

1. Uniforms must be stored on a hanger inside the garment bag. Hats and plumes must be stored in the hatbox and plume tube. Do not carry additional items or clothes in the garment bag – this is for the uniform only.
2. When uniforms are wet, they must be allowed to hang dry before putting them in the garment bag. Likewise, hats and plumes should air dry before being placed in their containers.
3. Uniforms must be taken home following performances, not left at school. Memorize your uniform numbers to avoid mix-ups.
4. Uniform bibbers (pants), tux pants and dresses should be hemmed with thread and never cut. NO TAPE of any kind can be used on the uniform, garment bag or box. Bibbers must be worn zipped, with suspenders up to prevent stress on the zipper.
5. A name label will be issued with your garment bag and hat box. Please see the uniform manager if the tags are lost.
6. Contact the uniform manager if you need a change in size or have any questions regarding the uniform.

#### C. Uniform Return/Exchange

1. Should you need to return or exchange a uniform, it must be DRY CLEANED and returned in the cleaning bag with the tags attached. Failure to do so will result in a \$15 cleaning fee assessed to the student. The uniform must be returned, dry cleaned, before a replacement will be issued.
2. Never wash or dry the uniform or garment bag in a machine, as damage will occur.

## **VII. LOCKERS, INSTRUMENTS, EQUIPMENT, MUSIC AND BOOKS**

### **A. Lockers**

1. Lockers and locks will be issued to each student for the purpose of storing band instruments and equipment. Do not share your locker.
2. Students must use only the locker and lock assigned to them and are responsible for keeping the locker clean and trash free.

3. Instrument cases are to be labeled on the outside with the student's name. A luggage tag is ideal.

4. Replacement fee for the lock is \$15.

B. School Owned Instruments and Equipment are to be used only by the student to whom it is issued. There may be some circumstances in which an instrument will be need to be shared.

1. Students using school owned instruments are financially responsible for loss or damage caused by negligence or misuse.

2. Failure to exercise proper care of a school owned instrument would be considered willful misuse/destruction of school property subject to disciplinary action.

3. Instrument cases are to be labeled on the outside with the student's name. A luggage tag is ideal.

4. Each student using a school instrument will be assessed an annual maintenance fee of \$25 per instrument.

5. Each student will be assessed a refundable cash deposit for use of mouthpieces. The fee is \$25 and is to be paid in cash.

6. It is advisable that each student purchase their own mouthpiece.

#### C. Sheet Music and Books

1. All sheet music and books issued should be cared for in the same manner as other equipment.

2. Music, as well as other small items such as lyres, folios, and mouthpieces should be kept secure in the student's locker.

3. Students will be charged 25 cents for each page of lost music and the full replacement price for lost books.

4. Failure to exercise proper care of music would be considered willful misuse/destruction of school property subject to disciplinary measures.

### **VIII. CHALLENGE POLICY**

If chairs are assigned a member of a section may challenge up one chair at a time. If the challenger and challengee play different parts, the challenge will be on the higher part. At the time the challenge is declared, both participants must tell each other which excerpt they are choosing. Excerpts should be a significant section of a piece (at least 16 measures). The director may also require scales, sightreading, and/or an additional



excerpt at the time of the challenge. The challenger must give the challengee and director at least 2 days written notice of the desired date. Challenges will be suspended at least one week prior to a performance. Lack of attendance for a scheduled challenge may result in a forfeit, as determined by a director.

## **IX. STUDENT LEADERSHIP**

A. Drum Majors are responsible for band leadership throughout the school year.

1. The Drum Majors are the student leaders in charge of the marching band. They have undergone extensive, additional training in leadership, conducting, marching fundamentals, etc. Band members are to follow their instructions without question. If you disagree with a drum major's instructions, address the concern with the directors the earliest appropriate time for resolution.

2. The Drum Majors must attend Drum Major Camp, Band Camp, and all marching band related activities. Due to the prime importance of the Drum Major position, the Drum Majors must make a 100% commitment to all marching band activities.

3. As the highest student representative of the band, the Drum Majors must always conduct themselves with the highest personal standards, even when not with the band.

B. Section Leaders are responsible for band leadership throughout the school year.

1. Section leaders are responsible for assisting members of their sections on music and marching maneuvers. Members of each section are to follow their guidance. Disagreements should be addressed with the band directors at an appropriate time.

2. Section leaders are expected to lead by example, including being on time, prepared and focused during rehearsals and performances. They should help to motivate their sections by verbal and other means including having a positive attitude.

3. Section leaders also serve as band liaisons/ advisors to the directors and may be involved in making certain decisions regarding the band.

4. Section leaders are responsible for uniform inspections, attendance, sectionals, and other duties assigned by the directors.

5. Unsatisfactory performance of these duties may result in removal from the position.

C. Rank Leaders are responsible for band leadership throughout the school year.

D. Band Council are responsible for band leadership throughout the school year.

1. Band Council will have representation from each class and grade.
2. The Council will nominate freshmen representatives at Band Camp.
3. Band Council will be chosen during the leadership process in the spring of the previous year.
4. Band Council may be involved in decision making process pertaining to the band during events.
5. Band Council members are responsible for the social events and spirit week of band camp.

**X. ADULT CHAPERONES** – Many band activities including trips, will involve the assistance of adult chaperones. These people volunteer their time and effort to help the band and enrich the students' experience in band. Band members are to respect adult chaperones and follow their instructions without question. If a disagreement occurs, the concern should be brought to the directors for resolution at an appropriate time.

**XI. AWARDS** – Near the end of the school year, the Lincoln Band Boosters sponsor the Band Awards Night. Students in each grade will receive an award that reflects their completion of that school year. Each grade level will receive a different award. To receive the senior award, a student must complete 3 years in band, one of which must be the senior year. In addition to the class awards, several special awards will also be presented. The band directors will choose the recipients of these awards. Jazz awards will be handled independently from awards given to the other bands.

**A. Symphonic/Concert/Varsity Band Awards**

1. John Philip Sousa Award is given to the most outstanding all-around band member. Criteria include musicianship, dedication, reliability, and loyalty to the band program.
2. Patrick S. Gilmore Award is the runner-up to the Sousa award and is based on the same criteria.
3. Marching Award is given to the outstanding senior marcher.
4. Leonard B. Neumann Award is given to the underclassman (freshman or sophomore) who exhibits an overall high level of support of the Lincoln Band program.

5 Musicianship Award is given to students from each band based upon musical ability as demonstrated throughout the school year.

6. Merit Award is given to students from each band based on contributions of effort and dedication.

7. Leadership Award is given to recognize outstanding achievement in the Senior class.

#### B. Jazz Band Awards

1. Louis Armstrong Award is given to the most outstanding all around Jazz Band member as demonstrated through superior musicianship and overall contributions.

2. Woody Herman Award is the runner up to the Louis Armstrong Award and is based on the same criteria.

## XII. TENTATIVE SCHEDULE OF EVENTS

**2018-2019 Performance/Rehearsal Schedule\* check calendar on [www.splitterband.com](http://www.splitterband.com)**

\*All Dates subject to change

🎵 Dates and times are subject to change. Additional dates and times may be scheduled. (i.e. playoffs, trip, etc.)

🎵 Reporting times for performances will be earlier.

🎵 Wednesday night rehearsals will be held weekly from August through the end of the season in October. Additional evening rehearsals may be scheduled as needed.

🎵 Mandatory sectionals (1-2) will be held each performance cycle.

🎵 Parents are respectfully asked to pick up students from band events 30 minutes from the end of dismissal.

🎵 Students are required by Board policy to ride the bus to and from events. Requests to leave with parents must be made in writing at least one day prior to the event.

## XIII. CONCERT ETIQUETTE

Music concerts are a collaborative event involving both the audience and performers. We have all invested a great deal of effort to make concerts a success. So that all may enjoy the achievements of these fine young musicians, we ask that you please observe the following courtesies.

- 🎵 Make an effort to arrive on time and remain for the entire concert.
- 🎵 Refrain from talking during the concert. We are here to listen to music without distraction.
- 🎵 Remain seated during the entire performance except for the intermission.
- 🎵 Respond with applause each time a conductor enters the stage and at the conclusion of each piece. Warm applause, without words, is most appreciated by the performers and the conductor.
- 🎵 If a selection has more than one movement, hold your applause until the end of the final movement. The silence between movements is an important and intentional part of the piece.
- 🎵 Do not make use of pagers, cell phones or other electronic devices during the performance.

We truly appreciate your attendance at the performances. Please do your part to make them an enjoyable and rewarding experience for all by following the above suggestions.

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## **PARENT PARTICIPATION**

Recognizing that parent involvement in the band program is crucial to its success, we ask that each parent find time to volunteer at our fundraising activities such as the Halloween Concert, March-a-thon, cookies for football games, Holiday Cookie Walk, Hosting Festival, etc. We are all busy with families, jobs and other activities, but just a few hours of your time will help to offer your children an outstanding musical experience. With all of us working together, the jobs become easy and the opportunities for the band students grow. Please see the Parent Volunteer Sheet and our band website [www.splitterband.com](http://www.splitterband.com) for opportunities to help and a list of currently planned events.

**When making payment for band items, such as camp, fundraisers, and trips, please make checks payable to “Lincoln Band Boosters”.**

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## **IMPORTANT Contact Information**

Band Web Site: [www.splitterband.com](http://www.splitterband.com)

Online Accounts: [www.charmsoffice.com](http://www.charmsoffice.com)

Music Office 484-7000 x7285 H.S. Office 484-7004

Director of Bands Leslie Schwegler      [schwegler@lincolnk12.org](mailto:schwegler@lincolnk12.org)

Assistant Director Cheryl Waldenmyer      [cwaldenmyer@sbcglobal.net](mailto:cwaldenmyer@sbcglobal.net)

### Drum Majors

Temi Akinbola      Carson Leidlein

Uniform Manager      Sherry Williams      [splitterbanduniforms@gmail.com](mailto:splitterbanduniforms@gmail.com)

## **MUSIC STORES**

Marshall Music Co. (313) 383-5560

Music Go Round 662-1080

Dennis's Music 217-0547

Terry Dangerfield (repairs) see a director for info

## **BAND BOOSTER OFFICERS**

President      Pam Willoughby

1st Vice President      Dawn Dangerfield

Secretary      Suzanne Hermann

Treasurer      Melissa Mertens

All parents of band students are automatically members of the Band Boosters. Meetings are held during the school year on the second Monday of each month in the H.S. Band Room at 7:00 p.m. unless otherwise noted. Your attendance is needed and appreciated as we plan activities that support our band students.

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