



BAND HANDBOOK

2017-2018

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If you have any questions about this handbook, please contact the band office.

Communication is the key to success!

Preface

As a member of the Lake Mary High School Band program, you are expected to set high goals for yourself and the program. The success of YOUR band first requires that you be 100% dedicated and committed to doing your part in reaching our goals! The rewards of reaching those goals are immeasurable in the development of our students as well-rounded human beings. In addition, it is our belief that “the process is just as important as the product.” This places the emphasis on the development and growth of each individual student, not just on specific performances. Members of the LMHS Band develop musically, emotionally, mentally, socially, and physically during their time in the program. Objectives include character building, commitment, cooperation, dependability, determination, discipline, leadership, punctuality, respect, responsibility and self-control.

This handbook contains guidelines, regulations and information to ensure the success of YOUR band. Please **read this handbook carefully** so that you may understand at the outset what is expected of you and what you should expect as a member of the band. Knowledge of the contents of this handbook will provide each student with an understanding of how he/she may best contribute to the productivity and overall success of the program, resulting in the optimum individual experience.

The last page contains the Student and Parent Agreement Form. Please sign this and turn it in.

Go Rams!

Lake Mary Marching Rams

The LMHS Marching Rams are the combination of all the instrumentalists (Concert Band, Symphonic Band, and Wind Ensemble), Color Guard/Winter Guard, and Marionettes. They are a musical marching unit organized to provide entertainment for football games, pep rallies, and parades. They also perform for evaluation at the FBA District Marching Performance Assessment, usually held in November.

Mission Statement

Through the Marching Rams community, we will learn to become better servants to the organization and the world around us, to foster a life-long appreciation and love for the arts, while upholding the tradition of excellence established before us.

Live Out the Mission Statement

- ◆ be the first, never the last, to rehearsals.
- ◆ always have the needed and required rehearsal items.
- ◆ Wear appropriate rehearsal attire: proper shirt, shoes, shorts, etc.
- ◆ Demonstrate desire, spirit and enthusiasm for learning, working and contributing.
- ◆ be one of those students who is always “there”: a person who can be counted on.
- ◆ Prepare and master your part IN ADVANCE – only your best is good enough.
- ◆ Refrain from making comments or carrying on a conversation during rehearsals.
- ◆ Maintain silence and eye contact with instructor or officers in charge.
- ◆ Use “High-Intensity Listening.” (Listen and Silent are spelled with the same letters).
- ◆ Stop and listen immediately when cut-off is given or move is completed.
- ◆ Exhibit enthusiasm and patience for practice-understand the need for repetition.
- ◆ if you experience failure, analyze it and make a plan to improve and succeed then next time.
- ◆ Turn work into fun. Enjoy rehearsing -- hot, cold, rainy or hot (cause it will get hot!).
- ◆ Try learning something new and improve every day.
- ◆ Do your best to make those around you look and sound better.
- ◆ be humble in your success. Demonstrate class in all situations.

Remember: “The Band will only be as good as your attitude and your contribution.”

Overview of Expectations

- Attend all rehearsals and performances – the minimum expectations is 100%
- Be on time for all classes, rehearsals, and performances.
- Be prepared for rehearsals and performances. Have instrument, music/drill book, pencil, extra reeds, valve oil, mutes etc.
- Keep instrument and equipment in performance condition.
- Understand the duties of the Officers to WORK WITH you and not against you.
- Practice regularly at home (at least 30 minutes per day). Take private lessons if at all possible. Practice time should be spent on scales, music and etudes assigned by the Director or private instructor.
- Keep the band facility and music building neat, orderly and free of litter. Store instruments and music in assigned places, NOT ON THE FLOOR. Do not leave books or personal belongings in the band room. Your lockers are for your instruments only. No lunches or non-band materials are allowed in the lockers. Lockers will be checked periodically and if any non-music items are found they will be removed.
- Keep lockers locked! If they are unlocked, you will lose the privilege of keeping your locker.
- If you use something, PUT IT BACK! (I.e. stands, chairs, music folders etc.)
- Keep up with and be responsible for the music and equipment issued to you.
- Fulfill “Fair Share” obligation by the deadline. Fundraising activities are provided to help.
- Live out the Mission Statement

The band has only three basic rules:

1. Be at the right place at the right time!
2. Give 100% (your best effort and attitude)
3. Treat others as you would like to be treated

- Students must abide by the Seminole County Code of Student Conduct, LMHS Rules and the LMHS Band Rules.
- Any instrument or equipment not belonging to, or specifically assigned to you is strictly off limits.
If it is NOT YOURS, DO NOT TOUCH IT!
- No gum, food or drink allowed at any time in the band room or in the music building.
- NO P.D.A while in uniform or representing the band.
- No gum is allowed at any rehearsal, performance, or while in uniform or partial uniform.
- During the regular school day, the band facility is to be used for regular classes, rehearsals, sectionals, and pre-arranged help sessions only. The area is off limits during lunch unless you are notified otherwise or have made arrangements in advance to be in the band room.
- For security reasons, NON-BAND STUDENTS ARE NOT ALLOWED IN THE BAND ROOM.

The principle is competing against yourself.

It's about self-improvement.

About being better than you were the day before.

Rehearsals during Marching Season

The Marching Rams will rehearse Tuesdays from 5:30 - 8:00 pm and Thursdays from 3:00 - 5:30 pm during football season.

Attendance

Attendance at all rehearsals, performances, etc. is **REQUIRED**. This is a performance-oriented activity. The minimum expectation is 100% attendance. As a member of the band program, you play an important part in each band function. Inasmuch as the band works as a finely trained team, it is essential that every member be present for ALL functions, which include rehearsals, concerts, festivals, football games, parades, and out of town trips. Any member who is absent makes the band less effective and has an adverse effect on the morale of the band.

Procedure for Absence

Naturally, sickness and other hardships make it necessary to miss on a rare occasion. The PARENT must notify the Director AND auxiliary coaches as far IN ADVANCE as possible if a student must miss a rehearsal or performance.

The preferred method of contact is **emailing** Mr. Mitchell and the auxiliary coach with the date and reason for absence. The second-best way **calling** the band office at 407-320-9560.

After following the procedure above, the absence will fall into one of three categories:

1. PERMITTED: Advance notice given was at least 10 school days
(Student does not lose points for the activity/event)
Note: A permitted absence may not be granted for a day on which the band gives a public performance.
2. EXCUSED: Reason: Family emergency or illness
(Student loses points for the activity/event; make-up is allowed)
3. UNEXCUSED: Any absence which is not permitted or excused
(Student loses points for the activity/event; no make-up)

Consequences for Absences

1. An unexcused absence to a performance or rehearsal (outside school hours) will result in being "benched" for the upcoming performance.
2. Missing two band classes in one week may result in being benched for the performance that week.
3. Missing **ANY** out-of-school rehearsals may result in being benched for the performance that week.

A benched person must attend all band functions, sit in the stands and play in uniform.

Please understand that rehearsals and performances are the same as exams in other classes. Since there is no way to "make up" these events, **missing a rehearsal or performance is equivalent to not taking an exam and receiving a zero as a grade**. However, ANY outside rehearsal or performance missed for an **acceptable** reason must be made up by completing an assignment approved by the. **FAILURE TO MAKE UP AN ABSENCE WILL RESULT IN LOWERING OF THE BAND GRADE.**

Procedure for Tardy

Tardiness will not be tolerated. Tardies cause delays in time schedules and are discourteous and annoying to your fellow band members who must wait for you. Always arrive at least 15 minutes early from the scheduled time, so that you are ready to perform at the scheduled time. All tardies are unexcused unless excused by valid reasons or a written pass. The procedure for tardies is the same as that of an absence.

1. EXCUSED (Student does not lose points)
2. UNEXCUSED (Student loses up to 1/3 of points for the activity/event; no make-up)

"Tardiness often robs us of opportunity"

Unacceptable Excuses

<u>Excuse</u>	<u>Solution</u>
1. "Had to work."	1. Make arrangements with your employer early.
2. "Couldn't get a ride."	2. Be responsible. Check with your Captain or section leader for help (also, rehearsals are NOT last minute, arrangements should be made well in advance!)
3. "Didn't know about it!"	3. Be responsible. You have been given advance notice.
4. "Parents leaving town."	4. Clear your schedule in advance. Calendars are available early – check the band website.
5. "Parents made me stay home to work or study."	5. Attendance is required! This is a co-curricular grade.
6. "Had an appointment."	6. Do not schedule appointments during a band activity.

Students do not pick and choose the band events in which they wish to participate. If the band performs or rehearses, **everyone** is to be in attendance **every time!** **Conflicts with other activities (i.e. sports practice, outside school events, etc.) are to be resolved as far IN ADVANCE as possible (not the day of the event).**

If an outside event **appears** to be "rained-out", always report to the band room for an indoor rehearsal or other information that may be given. Rarely is a rehearsal or performance ever cancelled because of rain.

Performance takes precedence over practice concerning another school activity. Only reasons of GRAVE EMERGENCY should be used for missing a performance or rehearsal. These arrangements must be made in advance.

Remember: Excuses, even good ones, will not produce a Superior band.

Description

of Classes

Bonus: If you earn at least a C in the fall semester during marching season, you will ALSO earn ½ credit for General Physical Education (one time only).

Concert Band

The Concert Band is a class that meets (for credit) and is scheduled during the school day. It is designed to develop the technical and musical fundamentals necessary for its students to succeed in Symphonic Band and/or Wind Ensemble. Afternoon or evening rehearsals will be minimal.

Symphonic Band

The Symphonic Band is open to students with previous experience in wind and percussion instruments. It consists of modern wind Band instrumentation and provides instruction in common-practice period and twentieth century wind literature and transcriptions. In years that a Concert Band does not exist, more emphasis will be placed on tone and skill development. The Symphonic Band is a class that meets (for credit) and is scheduled during the school day and performs several concerts and festivals each year. Private study is highly encouraged. Afternoon or evening rehearsals will be required.

Wind Ensemble

The Wind Ensemble is a select group of individuals with select instrumentation. Membership is by audition and Director recommendation only. Students must have previous experience on wind and percussion instruments. This ensemble requires the highest level of performance, dedication, and interest in music on both the individual and ensemble levels. The repertoire is extensive and private study is strongly encouraged for members of this ensemble. The Wind Ensemble is a class that meets (for credit) and is scheduled during the school day and performs several concerts and festivals each year. Afternoon or evening rehearsals will be required.

Jazz Band

Designed for musicians interested in performing music in the jazz idiom. Emphasis is placed on development of swing, Latin, rock and contemporary styles of repertoire and performance. Instrumentalists must be in one of the concert bands unless they play a non-concert instrument. Will meet for credit during the school day.

Activities include but are not limited to: Community Concerts, School performances, Winter Concert, Prism, Pre-MPA Concert, FBA District Jazz MPA, Spring Concert, Fine Arts Extravaganza, FBA State Jazz MPA (when qualified)

Color Guard / Winter Guard (Color Guard Class)

Membership in the Color Guard is by audition only on a yearly basis and requires discipline and dedication. In the fall, members rehearse and perform as part of the Marching Band. During the second semester, the Winter Guard performs and competes as a member of the Florida Federation Color Guard Circuit. Members are enrolled in a Color Guard class (for credit) on a daily basis and will develop and improve the skills necessary to perform the choreography designed for both Marching Band and Winter Guard. Rehearsals and performances outside the school day are required.

All members participating in marching season Color Guard are automatically members of the LMHS Winter Guard. An audition will only be held to bring in new members if there are not enough existing members to participate in the circuit (minimum of five). The Winter Guard will travel within the Florida Federation Color Guard Circuit and compete with other ensembles around the state.

At the beginning of each season the uniform will be chosen and preparations will be made to create and write the winter guard show. Each member will be responsible for fundraising and helping to build props, paint, etc. Members unwilling to participate in all areas necessary for the Winter Guard to properly function will not be eligible to perform. A full performance schedule will be made available during Winter Break. All travel information will be given as soon as possible. Show scheduling is managed by the FFCC, not LMHS Band. Therefore, exact show information may not be available when the Winter Guard calendar is created. Additionally, show locations and times may change during the season. Every effort will be made to give students and parents scheduling information as far in advance as possible.

Marionettes (Marionettes Class)

Membership in the Marionettes is by audition only on a yearly basis and requires discipline and dedication. In the fall, members rehearse and perform as part of the Marching Band. Marionettes members will be enrolled in a Marionettes class (for credit) on a daily basis and will develop and improve the skills necessary to perform the choreography designed for both Marching Band and other Marionettes performances and competitions. Rehearsals and performances outside the school day are required.

Honors Credit (BAND V & VI Classes)

Juniors and seniors who are in the band program and are in their 3rd and 4th year of Band will receive honors credit for participation in Band.

Extra-Curricular/Special Opportunities for Instrumentalists

All State Bands - Auditions are held in September. Students who qualify will travel to the Florida All State Conference in Tampa in early January. They will rehearse with the top students in the state and present a concert at the end of the clinic under the baton of a renowned conductor.

Seminole County Honor Band - Students are selected by audition. Students who are chosen will rehearse with the top students from the Seminole County School System and present a concert at a local high school.

MAYS Orchestra - *The Metropolitan Area Youth Symphony* is an honor group of auditioned students from the surrounding Orlando area.

FSYO - *The Florida Symphony Youth Orchestra* is an honor group selected by audition. Students from the central part of the state may audition for this group and performing group.

FSU Tri – State / USF Festival of Winds - Students are selected by Director recommendation only. Students chosen for these groups will rehearse with top students from Florida, Georgia and Alabama and present a concert at the respective university in December. Students are financially responsible for meals and rooms while on campus.

Solo and Ensemble Music Performance Assessment (MPA) - Held annually in February. Students may prepare a music selection for district-level evaluation. Those who earn a Superior (playing a Grade 5 or higher) will qualify for State Solo & Ensemble MPA in March or April.

Academic Eligibility/Commitment to the Band Program

In order to participate in band activities, a band student must maintain a minimum cumulative GPA of 2.0. Any student whose GPA drops below 2.0, may be suspended from activities and becomes ineligible for awards.

A student must be in attendance at school at least a ½ day on the day of, or the last day before a performance.

A student must attend the last rehearsal before a performance in order to be eligible to perform.

Ineligible students are to attend band rehearsals and take rehearsal notes or do alternate work, as approved by the Director. They are to attend performances, sit in the stands and help with equipment. They may not participate in the performance.

This program runs for the full year. Considering the level of commitment required participation in other co-curricular or extra-curricular activities might have to be limited (although I encourage all students to participate in other activities that will mold them into well-rounded students).

Grading Policy

The 9-week grading policy will be determined by the student's point total and classroom grades.

A = 90+ Points
B = 80-89 Points
C = 70-79 Points
D = 60-69 Points
F = 59 Points or less

There are only two options regarding Commitment. You're either in or you're out. There's no such thing as life in-between.

~Pat Riley~

Private lessons are strongly encouraged. The value of one-on-one instruction with a professional on a student's instrument cannot be overstated. Private instruction is the key to the advancement of skills and integral in achieving students' highest potential. To obtain private lessons, consult your Director or contact the local music stores for information.

Rehearsal Procedures

For Instrumentalists:

Rehearsal time is short and every moment must be used for actual rehearsal purpose. If you delay the rehearsal for even one minute, you have wasted a great deal of time because every other member of the band has also been forced to waste one minute because of you. The following guidelines are used in all fine organizations and are the foundation of our rehearsal procedure:

Instrument Storage Room

- If your instrument is NOT in the storage room, do not enter at all!
- Not a place to socialize, and needs to be kept CLEAN!

Rehearsals in the band room

Required items: Instrument in good working order, music in order, pencil and no less than 3 working reeds for woodwinds, necessary mutes, valve oil, etc.

Before rehearsal begins, warm up individually (long tones on low notes and scales) until the Director steps onto the podium. At that moment, all playing and talking will stop. Your full attention **MUST** be given to that person and nothing should be allowed to distract you.

Correct posture is essential to proper breathing and concentration. Sit on the edge of your chair with shoulders relaxed and head held high. Percussionists must stand.

If you need to ask a question during rehearsal, raise your hand and wait to be recognized. Otherwise, there will be **no talking during rehearsal**, even if it deals with music.

Do NOT leave your seat unless given permission to do so.

Marching Rehearsals

- During football season, full marching rehearsals are scheduled for Tuesday evenings (5:30-8:00pm) and Thursday afternoons after school from 3:00-5:30pm.
- Each student is required to have a cooler filled with ice water for rehearsals.
- "Dressing out" (wearing appropriate clothing and sneakers) is required. Marching band shoes or sneakers must be worn at all times. NO sandals, flats, pumps, boots etc. are allowed. Students will be sent home to retrieve the proper attire and points will be taken off their grade.
- Go directly to the practice field. The band room will be locked 5 minutes before the start of rehearsal. Be early!
- The Drum Major and Band Captain have authority until the Director reaches the field.
- One long whistle is a warning signal. This signifies that you have 60 seconds to get into warm-up/roll call position. When the second whistle blows, you MUST be in position. Those students not in position at this time will be reported by their leadership as tardy. Leadership who are not in position will be reported to the Drum Majors or Director.
- There will be no playing to and from the practice field except for percussion under supervision of their instructors and captain.
- Alertness is required ~ one should react immediately to all commands and instructions.
- Marching rehearsals will be most efficient if all members are diligent in correcting mistakes quickly and thinking ahead to the next move. Above all, take pride in every minute of rehearsal so that we can all take pride in our final product -- The Performance!

SUPERIOR bands are the result of SUPERIOR rehearsals!

- All members are expected to attend every engagement in which the band participates. If you are unable to attend a performance, you must inform the Director and auxiliary coach IN ADVANCE. Severe illness or a death in the family, are usually the only legitimate excuses for missing a performance.
- Notices of all performances/appearances will be on the calendar on the band website and in the band room. It is the responsibility of each student to check the calendar, dry-erase board, and web site regularly for all pertinent information.
- Rules of conduct regarding rehearsals are in effect during public performances/appearances. Make sure your conduct before and after the performance is above reproach. ***Your conduct reflects on your band, your school, and your community. Proper language is to be used at all times!***
- Appearance must be neat at all times when in uniform or while under observation as representatives of the band program and school.
- A performance or appearance is NOT COMPLETED until students are officially dismissed from the activity. No band member is permitted to leave the organization in advance of group dismissal at any time unless excused by the Director prior to the performance.
- Be sure that you have properly taken care of instruments, uniforms, music, etc. before leaving.
- Have transportation arranged for pick-up home **NO LATER** than 30 minutes after any rehearsal or event.

The will to win is important, but the will to prepare is vital!

~Joe Paterno~

Procedures for Football Games

Home and Away Games

1. Attendance will be taken at report time in the designated area.

Instrumentalists:

2. Check in with your section leader. Arrive wearing your red band show shirt, shorts, black bando shoes and calf-length black socks.
3. Take the larger instruments to the loading area (Sousaphone, Euphonium, Tenor Sax, Percussion)
4. Check out uniform, take your hatbox and get dressed. Find a "Zip Buddy" to help with the zipper on your jacket.
5. Inspection takes place before departure. Section Leaders should check their section's uniforms, instruments, and equipment. **Section Captains will document any infraction on their points pad.**
6. Board the buses for roll call. When roll call is complete, the Director will give the signal to depart.
7. Arrive at the stadium and wait for the signal to get off the buses.
8. Put on hats, line up in block, and conduct inspection again.
9. Large instruments will go directly to the truck to unload their instruments. They will assemble their instruments and place their cases on or near the truck, then return to the block band to enter the stadium.

All Marching Rams:

10. Stay in assigned seats throughout the game. Students who do not follow this rule will not receive third quarter break AND could be removed from the stands and not allowed to march the show that evening.
11. Rules to be observed in the stands:
 - a. The band area is **OFF LIMITS** to everyone except band members and chaperones.
 - b. There will be **NO FOOD OR DRINKS** brought into the seating area except for water or ice. Chewing gum is **NEVER** permitted.
 - c. Students will remain in their assigned seats in appropriate column during the entire time the band is in the seating area. All playing will be directed; **NO INDIVIDUAL PLAYING IS ALLOWED!**
 - d. Members are reminded that the band is providing a public performance at each game. We have a job to do, therefore **WATCH THE DRUM MAJORS** at all times when they are standing in front of the band. **LISTEN** for directions, get the music out quickly and be ready to play.
12. When the signal is given, the band will stand and file row-by-row out of the seating area and down to the field staging area to prepare for the performance.
13. At the conclusion of the performance, the band will file back into the seating area. Remain standing until everyone is at his or her seat.
14. Once the band is seated, members will carefully position their instruments so that they are secure. Then, the band will be dismissed to use the concession stands and restrooms during the third quarter break. This policy will continue only if the privilege is handled with maturity and band members can manage to be back in their seats and ready to play on time. **Third quarter break is a privilege and not a right! You can lose this privilege!**
15. Behavior in the stands: sit and behave appropriately in the stands at all times. Remember you are representing Lake Mary High School and the Marching Rams. Negative stands behavior (behavior that brings negative attention to the group) will result in the removal for the duration of the game (sent home), loss of third quarter break and possible removal from the program.
16. Concessions: Please use your own judgment about what to eat and drink. If an accident occurs and your uniform is stained or damaged, **YOU** will be charged for an extra uniform whether or not you are at fault!
17. At the conclusion of the game, pass trash to the end of the row (water bottles) and make sure you have all your belongings: music, lyres, gloves, hats, etc. Larger instruments will be packed up and loaded on the truck quickly and all others will go directly to the bus and pack up their instruments ready for the trip home. Roll call will be called and once complete, the band will depart for home (if an away game).
18. Upon arrival at LMHS, everyone stays on the buses until the Director gives final instructions.
19. Procedure for wrap-up:
 - a. Pick up instrument and equipment and put it away in its proper location.
 - b. Turn in your uniform following specified procedure.
 - c. Locate your pre-arranged transportation home.
 - d. Officers may not leave until they are dismissed by the Band Director
20. Have transportation arranged for pick-up home **NO LATER** than 30 minutes after any rehearsal or event.

Out-of-town and distance travel

The procedure will be the same as local games except for the following:

- For distance travel (2 hours or more) we may take garment bags with uniforms as well as hatboxes on the bus. Hatboxes will not be placed inside garment bags.
- We will dress when we arrive at the stadium or performance venue.

Travel

- The band or school will provide transportation. All students **MUST** ride the buses as assigned in advance. Students may return home by another mode of transportation other than bus if they observe the following:
 - Written permission is submitted **BEFORE** departure from the school.
 - The **PARENT** takes custody from the director after the performance
(Students will not be released to anyone but the parents of the student.)
- While out of town, students will not ride in any private automobile without permission from the director.
- A band officer and at least one adult chaperone will be placed on each bus. They are in complete charge. Respect is imperative. They will take roll and communicate important information to you regarding the performance or appearance ahead. **Absolute quiet must be maintained during roll call.**
- Each student is responsible for seeing that his/her instrument and belongings are loaded at the departure point, after the performance, and unloaded upon the return. This includes cleaning up trash after any band trip.

- When travelling on school buses, each band member is responsible for placing instruments and equipment to be loaded next to the equipment vehicle in the designated location. Smaller instruments will be carried on the bus.
- When travelling on charter buses, place instrument and equipment on the curb next to your bus or as directed. Loading crewmembers will load the cargo bays. Again, smaller instruments will be carried on the bus.
- Standard rules for conduct for school buses are in effect for all trips. Obey the instructions of the bus driver. Putting hands, arms, heads, etc. out of a window is strictly prohibited. Do not ever throw anything out of a window for any reason.
- While at restaurant and malls, courtesy must be maintained. Speak quietly and clean up your area when finished.

Overnight Trips

- Room assignments will be made in advance.
- All school and band rules will be in effect:
 - No boys in girls rooms and no girls in boys rooms
 - All students are to be in the rooms on or before curfew. You are not to leave rooms for any reason.
 - Do not leave the hotel grounds for any reason unless directed by the Director to do so.
 - Students and chaperones are to be courteous to all hotel staff members and guests. Student conduct should bring credit to themselves and our organization. Do not slam doors, run or speak loudly!
 - NO P.D.A. ~ Public display of affection. Students may hold hands except while in uniform.
 - The use or possession of any alcoholic beverage, tobacco or drugs is strictly forbidden at all times. Violation will result in dismissal from the performing organization and student being sent home from the trip. Other school disciplinary action will follow.

***SCHOOL BOARD RULES ARE IN EFFECT FOR THE DURATION OF ANY TRIP.
(All rules apply just as if you are on the school campus)***

Enforcement of Regulations/CONDUCT

The simplest method of enforcing band rules and regulations is to withhold the privilege of participation in our band for a specified period of time. Only the Director may take this action, though the band officers may *recommend* such action by a majority vote. Withholding may be done in several ways:

1. Replacing a person in the show. This would be done primarily in the case of disruptive behavior, negative attitude, note being prepared, or absence.
 2. In the case of extreme misbehavior or disrespect, for the good of the band, the student will be expelled from the band program.
 3. Two strikes and you are out! Strike one is a warning and strike two, you will be asked to leave the rehearsal. If the behavior continues, the offending student will be removed from the program.
- A penalty will be administered for all **tardies, misbehavior, disrespect, disruption, defiance, disobedience, off-task activity, inattentiveness, destructiveness or any acts that cast discredit and/or embarrassment upon the band or the school, no matter the reason.** The student will have to do push-ups, laps, or some sort of punishment in addition to the loss of a pre-determined number of points for the infraction.
 - For serious and continual infractions, band members may be also be suspended. This means they will be expected to attend all rehearsals and performances of the band, but will not be allowed to participate until the problem that caused the suspension has been rectified. Failure to comply with the terms of the suspension will result in the expulsion from the band.

Infractions of conduct mentioned above or those listed below are grounds for severe school board disciplinary action including suspension or dismissal from Lake Mary High School and/or the band program:

- Destruction or theft of school property and equipment
- Possession or use of alcohol, drugs, tobacco or weapons on or before a band activity.
- Any action that is deemed illegal or prohibited by the Seminole County Schools System.
- **PRANKS OF ANY KIND WHILE REPRESENTING/PERFORMING WITH THE BAND OR IN A PUBLIC VENUE WILL RESULT IN THE IMMEDIATE DISMISSAL FROM THE ENSEMBLE. SCHOOL DISCIPLINARY ACTIONS WILL ALSO TRANSPIRE. THIS INCLUDES SENIOR NIGHT OR ANY AND ALL OTHER SPECIAL OR REGULAR ACTIVITY OR EVENT.**

"If somebody mistreats you, treat 'em good. That kills 'em!"
~Bobby Bowden~

Uniforms

Marching Uniforms

The LMHS band uniform should provide each member with a spirit of unity and a sense of purpose and pride. You should therefore take the utmost care of your **LMHS Band uniform**. Uniforms are provided by the LMHS Band Program and are kept at school to be distributed prior to each performance. A uniform fee is included in your Marching Band fees and will cover cleaning and minor repairs. Students are responsible for any loss or damage due to negligence while the uniform is in their possession. Replacement cost for each uniform (excluding hat/boxes) is \$400. Uniforms will be kept at school and cleaned as needed.

Instrumentalists

Students are responsible for purchasing the following:

- Black, lace up 'Bando' shoes
- Long black socks that come up to your calf. Crew-length socks are not acceptable.
- Black cotton gloves
- Red show t-shirt (one shirt is provided as part of your dues.)
- Heavy duty, clear rain poncho
- Travel bag

Note: All items can be purchased through the 'Accessories Order Form' in the Registration Packet.

Jewelry is acceptable but nothing that will bring attention to an individual. This will be decided by the director on a per person basis. Nor will excessive makeup be worn with the marching uniform. Hair must be of natural or natural looking color at all times. Hair should be off the collar (If it is long, it must be put up under the hat - boys and girls).

Uniform Regulations

- Hats (shakos) must be worn at the correct angle and never backwards. Hair must be up under the hat.
- No visible jewelry (except wristwatches) allowed.
- No hair ornaments (except black hair scrunchies) allowed.
- No colored nail polish allowed.
- When in public, the uniform is to be worn with **PRIDE**, correctly and in its entirety:
 - Always have it zipped up
 - Gloves clean and shoes polished

Inspection will be held prior to each performance. Students are expected to care for and wear their uniforms properly. Failure to pass inspection may cause the student to lose his/her third quarter break or be removed from a performance.

Rehearsal dress for the Marching Band is a red shirt and any color shorts or pants. Tennis shoes and socks are a necessity for marching. Outside temperatures (hot and cold) should be taken into consideration when selecting your rehearsal attire. **TENNIS SHOES MUST BE WORN AT ALL TIMES!!**

NO UNIFORM IS A UNIFORM UNLESS IT IS WORN CORRECTLY. Wear it correctly, or not at all!

Color Guard

Performance uniforms are property of LMHS Band Program. Uniforms must be cleaned, mended, and pressed for all activities. Uniforms should be dry cleaned after one or two performances or when soiled. At the end of Marching Season the uniform will need to be dry cleaned and returned in the bag with the cleaning receipt attached.

The uniform may consist of, but is not limited to:

Black Full Body Suit	Fingerless Color	Black Color Guard Shoes
Sequined Vest	Guard Gloves	Sequined Headband

All members will wear their hair pulled back and off their face. All hairstyles will be uniformed at each performance. Concessions will be made for those students whose hair is too short to wear in certain styles. No large barrettes. Members can wear any accessory including earrings and fingernail polish, as long as it is uniformed throughout the section and is worn in moderation. This is the decision of the Color Guard Instructor and/or Band Director.

Marionettes

Performance uniforms are property of LMHS Band Program. Uniforms must be cleaned, mended and pressed for all activities. Uniforms should be dry cleaned after one or two performances or when soiled. At the end of Marching Season the uniform will need to be dry cleaned and returned in the bag with the cleaning receipt attached. The Marionette coach is responsible for all uniform parts and equipment and return of the uniform at the end of the season.

The Marionettes have an additional handbook that provides rules for uniforms and behavior. If your student is a Marionette, please consult the Marionette Handbook as well.

Concert Uniform

The concert uniform is a black tuxedo shirt with black dress pants ALL SUPPLIED BY THE STUDENT. Ladies will wear all Black Dress or slacks with black tights/hose AND black dress shoes.

All students must purchase the following, pre-arranged items for the concert uniform:

- Tuxedo Shirt (available on the Accessories Order Form in the Registration packet)
- Calf-length black socks for men, dark hose for ladies.
- Bando shoes for men, covered-toe pumps/flats for ladies. No sandals.

Small earrings are allowed along with makeup. Nail polish must be neutral and not distracting.

Jazz Uniform

As specified by the director. Usually consists of a black shirt and slacks, shoes and socks. ALL BLACK!

Band Fair Share Fee

Band (Instrumentalists, Color Guard and Marionettes) is a yearlong VOLUNTARY commitment that students and parents accept when enrolling in/auditioning for the program. Plans and budgets are made based on the members enrolled at the beginning of the year. Therefore, a student's withdrawal prior to the end of the year will not relieve them of the financial obligation to which they have agreed.

The cost of operating a large, successful and active program is high. Only a very small part of this cost is funded by the school system. The remaining portion of our budget comes from fair share, fund raising and donations. The assessed band Fair Share Fee of \$210 assessed for each Band member and a Marching Band Fee of \$100 assessed for each Color Guard and Marionette member. This fee will cover:

Band Camp, FBA fees, instructors, marching uniform cleaning and repair, hospitality, marching drill & music, concert and jazz music, props/equipment, transportation and all other expenses throughout the year.

These fees are due on or before the 21st of the following months: May, July, August, September and may be paid directly or earned through various fundraising projects.

Not covered in the Fair Share fee:

Monies for banquet, uniform accessories, and trips are not covered in fair share fees. General fundraising projects which ALL students will be required to participate will help offset fees throughout the year. These will include, but are not limited to: Entertainment Books, candy sales, Quarter Days, Chili cook-off, Community Carnival and other fundraisers throughout the year.

What is Fair Share?

Each of us must do our 'Fair Share' if the band is to travel and purchase necessary equipment. It is not fair for a few to work or pay the way for all. Each band member is expected to do his or her 'Fair Share' of the fundraising -- minimum \$210 per student. In lieu of, or in addition to fundraising participation, tax-deductible donations are always accepted.

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 once enrolled does not relieve the student of his/her financial responsibility. Failure to maintain academic eligibility will not relieve the student from his/her financial responsibilities. Appeals may be made to the band director and the booster board. Each returned check (insufficient funds/bounced checks/closed accounts) will result in a \$25 fee and all future payments must be paid with a cashier's check, money order or cash. All returned check fees MUST be paid before a student can participate in any extra-curricular band activities (band banquet, trips, bowling etc.).

As mentioned earlier in the handbook, the Fair Share covers the band's planned operating expenses for the entire year. Budgeted items include instruments, repairs, travel, MPA/Festivals entry fees, uniform cleaning and repairs, marching and auxiliary equipment, transportation,

student awards, etc. Students will not be individually assessed for band trips with the exception of "Special Event" trips (such as to New York, Chicago etc.). The student's Fair Share requirements will cover all regular expenses.

Ample fundraising opportunities are provided for students and their families to earn the Fair Share. Fair Share fundraising profits will be applied to the student's individual account and may be used in one of the following ways:

- As an individual account to be used for future BAND-related expenses.
- To assist a needy student.
- For the general fund.

These funds roll over from year-to-year and stay in the student's individual account.

Students who fail to pay the required band fees or fail to turn-in items on the scheduled deadlines will have their name placed on the school's financial obligation list. Nobody wants to penalize or exclude students who have financial hardships, so please contact the Director to discuss the circumstance in private.

Payment Procedures

- Make Checks payable to "Lake Mary High School Band Boosters"
- We also have a PAY PAL account to pay for band fees.
- Write the student's name and purpose of the check in the memo section of the check
- When making a payment, place the payment in a sealed envelope with the student's name written on the outside.
- Band fees may be paid with check, money order, cashier's check, and cash or online via PAYPAL with Visa, MasterCard, Discover or credit cards.

BAND COMMITMENT FEES ARE REQUIRED FOR ALL STUDENTS IN THE BAND PROGRAM!

- **Fair Share LMHS Ram Band is \$210 for Instrumentalists (+\$100 for percussion and students who use school owned instruments) and \$100 for Color Guard and Marionettes (paid through the auxiliary dues at end of year by individual accounts).**

This covers expenses for staff, guest clinicians/instructors, music for all ensembles, student show T-shirt, transportation, festival fees, uniform cleaning, awards, props for marching season, and all operating costs for the band program for the entire year.

The fee is broken down in to four easy payments:

- **\$55 - Band commitment fee due:**
- **\$55 - 2nd payment due**
- **\$50 - 3rd payment due:**
- **\$50 - Final payment due:**

The goal for our program is to have all fees paid by the end of September, so parents will not need to worry about end-of-year debt issues with the school.

Music

Replacement of "lost" music is expensive and time-consuming. Each band member is responsible for the music issued to him/her. The following guidelines will be observed:

Marching Music

- NO SHARING! Each student will have his/her own music.
- Each student is to place his/her name on EACH piece of music in the upper right corner (print neatly). Flip folders must also be labeled.
- When not in use, the folder ~ with all music in it ~ will be kept in the storage area in your locker (if it will fit). NEVER LEAVE YOUR MUSIC OUT IN THE BAND ROOM!
- Replacement of music will be 50¢ per page of copied music. Give request and money to the librarian.

Concert Music

- You will need a 3-ring folder to store your music. Clear sheet protectors will also be needed to protect your music. When you receive your music (if it is a copy), place your name in the upper right hand corner in pencil. NOTHING BUT PENCIL on music. Some books and methods will be shared, so please take care to share.
- The section leaders may collect folders after rehearsal to travel to the performance venue.
- Replacement cost for a copied piece of concert music is 50¢. For an original is \$5.

Jazz Music

- Everyone will have his/her own music.

- Replacement cost of Jazz music can range from \$1.00-\$5.00 per page.

"We are what we repeatedly do. Excellence then is not an act, but a habit"

~Aristotle~

Renting School-Owned Instruments

All school-owned instruments must be checked out through an 'Equipment Request Form' and given to the Inventory Captain. Once issued, the instrument becomes the responsibility of the student for proper care, maintenance and protection from damage or theft. The student will be responsible for and charged for any damages or loss to the instrument during the rental period. This includes drumheads, rims, etc. Due to the shared nature of percussion instruments, all percussionists will share collectively in the responsibility for damage or loss of percussion instruments/equipment. The rental fee for the school-owned instruments is \$50 per semester.

Instrument Maintenance

All instruments must receive regular maintenance and the basics are provided below. For more detailed information, see the Director.

Woodwinds

GENERAL

- Swab the bore after each playing session.
- Invest in a small screwdriver. Make sure all rod screws are not loose (but not too tight either)
- Take it to a trusted instrument repair shop for a full cleaning, pad checkup, and key oiling once every year.
- Wipe the keys and body clean with a soft cotton cloth after playing.

Flute

- Periodically check the position of the tuning cork.

Single Reeds (Clarinet, Saxophone, etc.)

- Soak reeds before playing on them to avoid cracks. Use a film case with water in it rather than saliva. Water does a more thorough job of soaking the reed.
- Rinse the mouthpiece daily with warm water and avoid mouthpiece brushes.
- Always have spare reeds. Rotate them so that you have at least three broken in at a time.
- Buy a reed case and use it. It will pay for itself by allowing your reeds to last longer.

Double Reeds (Oboe, Bassoon, etc.)

- Soak reeds before playing on them to avoid cracks. Use a film case with water in it rather than saliva. Water does a more thorough job of soaking the reed.
- Always have spare reeds. Rotate them so that you have at least three broken in at a time.
- Purchase the equipment to make your own reeds. If you do not know how to make your own reeds you can use commercially made ones. However, you will need to have the equipment to work on them (shave, shorten, etc.) in order for them to produce a quality sound.

Brass

GENERAL

- Run lukewarm water through the instrument at least once a month. Take it totally apart and give it a bath at least once a year. Never use hot water.
- Never use brass or other metal polish on brass lacquer finish (shiny gold) instruments. Use a clean cotton cloth and water to wipe instruments clean. On silver-plated instruments, use a non-abrasive silver polish such as International, Twinkle, or Wright's.
- Use tuning slide grease on all tuning slides.
- Periodically check corks on water keys to make sure that they are sealing properly.
- Occasionally vacuum your case to keep sand and dirt from scratching the instrument finish.

Piston-Valve Instruments (Trumpets, Euphoniums, Sousaphones, Some Tubas)

- Use fresh valve oil as needed.
- Be sure fingers remain curved while playing so that the valve action is straight up and down. This will prevent uneven wear on the pistons.
- Check felts to make sure that they are not worn or compacted. Replace as needed. (This can be done cheaply by buying your own felt, moderately thick, and cutting donut shaped pieces that fit under the valve caps of your specific instrument).

Rotary-Valve Instruments (French Horns, Some Tubas)

- Use rotary oil only.
- Learn the pattern for replacing the string.
Use trombone slide cream such as Super-Slick or Trombontine and a spray bottle of water on slide.

Note: If trombone has an attachment that uses a rotary trigger, see Rotary-Valve Instrument instructions above.

Percussion

- Avoid damage to heads or bars by using the proper sticks or beaters for each instrument. Become familiar with proper techniques of changing heads, tuning and routine maintenance. Do not do so on school instruments without permission from the Percussion instructors/Director(s).
- Keep instrument clean and dry.
- Wipe fingerprints off hardware and rims after each use.
- Lower the timpani pedals to the least tension after each use. When moving them, grasp them by the arms, not the rim.
- Do not place anything on the timpani. They are not tables.
- **NOTE:** Regular upkeep with these methods will prevent 90% of all damage. The final 10% can be prevented by making sure you are the only person using your instrument and being sure it is secure and away from any possible damage at all times. These methods can save hundreds, if not thousands of dollars in repairs.

Auditions and Seating

Auditions are held at the end of the 2nd semester for placement in the following school year. Students will be placed in one of several bands according to these auditions. The Band Director prior to the audition will give audition requirements to each student. Requirements will consist of scales, sight-reading and an etude given by the Director or a solo of the student's choosing. The total score from the audition will determine the order of placement. Seats may change throughout the year through challenges or testing. There will be no seat changes three weeks prior to any performance.



Student and Parent Agreement Form

I have read all of the information contained in the 2017-2018 Lake Mary High School Band Rams Handbook and understand the importance of the rules and regulations of the program.

I accept the responsibility of fulfilling the requirements and following the policies as listed. I understand that if I have concerns or requests concerning any policy/requirement, I have the opportunity and the responsibility to discuss it with the Director PRIOR to the event/activity.

I also understand that by being enrolled in the band program, I must follow all rules and regulations in this LMHS Band Rams Handbook even if this page is not signed and returned.

Name of Student (please print)

Signature of Student

Name of Parent (please print)

Signature of Parent

Date