

Edmond Memorial Band Handbook

Excellence Means...

1. Making your best effort even when no one is looking.
2. Using the mirror as your only comparison.
3. ALWAYS having a positive attitude.
4. Being a quality representative of the organization on and off the field.
5. Looking for ways to improve. Constructive suggestions are welcomed as a means to this end.
6. Respecting your equipment, uniform, and rehearsal facility.
7. Being prepared for every rehearsal and performance.
8. Not being afraid to care.
9. Putting the needs of others before the needs of self.

Memorial Band 3 Be's

Be Responsible, Be respectful, Be Safe!

General Policies and Procedures

1. The full marching band rehearses at **6:50 A.M.** every morning during the fall semester. Early rehearsals will continue during concert season and will be determined by the director. Full band rehearsals from **4:00 P.M. – 8:00 P.M.** on **Thursday** evenings (2 Tuesday rehearsals and 2 Friday rehearsals) during marching season. Percussion are **5:00 P.M. – 8:00 P.M. every Tuesday and Thursday night**. Guard rehearsals are **5:00 P.M. – 8:00 P.M. every Monday and Thursday night**. Additional rehearsals may be required. Advance notice of these rehearsals will be given whenever possible. See calendar for more info. Specific game day times will be announced.
2. **Extra Performance Activities.** In addition to yearly performance commitments to football games, contests, concerts and festivals, extra performance activities may occur. These may include guest performances, adjudicated rehearsals, trips, recruiting events, spirit band functions, parades and other community events.
3. **Performance** activities are required for all eligible members of the EMHS Band and are graded as **class examinations**. Activities will be listed on the calendar or on a handout. This will help in planning of trips and family activities. ***If a scheduling conflict arises, the director must be notified.*** Work is not considered an appropriate excuse for missing regularly scheduled rehearsals or performances. The calendar is subject to change but advance notice will be given when possible.
4. During concert season, rehearsals are set by the director of the ensembles. Generally sectionals will be at 7:00 A.M. Students are usually responsible for 2 early rehearsals a week as we get closer to concerts and contests. Students who make the Wind Ensemble may have Tuesday evening practices from 5:00 P.M. – 7:00 P.M.

Attendance and Grading

1. ***Perfect attendance is the expectation.*** Band is a participation-based class. To receive all the possible points, students **must** be present at all events.
2. Attendance will be taken at all sectionals, rehearsals and performances. The school tardy policy will be enforced. Should a member arrive late to a rehearsal, they must sign in on the tardy log as soon as they arrive. A consequence for tardies during early marching rehearsals is 1 lap for every 5 minutes late. Because band is a participation-based class, being tardy affects your participation and therefore affects your grade. If a student fails to sign in as tardy, attendance will have already been taken and there will be no record of when they arrived, therefore it will remain as an absence. It is the student's responsibility to sign in as soon as they arrive.
3. Course grades are based on attendance, participation (daily, extra rehearsals, citizenship ((talking, disrupting, food or drink, materials, etc...)) and performance. The final grade will be based on participation, music/memorization tests, performances, and semester exam (winter concert and spring concert unless otherwise stated). Each student can earn 100 participation points per week (20 each day based on materials, citizenship and participation). There will also be additional participation points for sectionals, evening rehearsals as well as extra rehearsals. Missing materials such as music, dot sheets, poker chips, instrument and a pencil will result no points for that day. Performance grades will make up the majority of points because of their importance. Before performances there will also be an additional 50 participation points based on the students' uniform. It is imperative that students dress professionally and maintain their uniform. If a student is sent home because they are not dressed properly and are still able to perform, points will be deducted. ***If they miss a performance because of their uniform, they will receive a zero.***

The Grade Breakdown is as follows:

35% - Daily Participation: daily, attendance, uniform check, and materials

5% - Extra Participation: any participation outside of the school day that is not a test grade

40% - Test: Any performance. Specifically concerts (Ice Cream Social and Spaghetti Supper included) contests, Adjudicated Rehearsals, Playing Tests, Graduation

20% - Semester Test: Winter Concert, Spring Concert unless stated differently

Daily Rehearsal Policy

1. ***Rehearsals will begin at the published times.*** Members should plan to arrive 10 minutes prior to the published rehearsal time so that they may prepare for rehearsal. To be ***on time and receive full participation credit***, students must be in the warm-up block when attention is called for outside rehearsals, or seated in the inside set when the conductor steps on the podium.
2. ***Rehearsals are over at the published time*** (unless discipline issues are required do to wasting rehearsal time). Staff will be leaving 15 minutes after published time so make sure you have a ride available.

Game Day Policy

1. The uniform must be worn in its entirety; gloves, plumes and hats are the exception. **Purses, handbags, backpacks, signs, ball caps and bandanas** are not a part of the official uniform and should not be brought to the performance.
2. All band members must be sensitive to the security of the band room as well as your belongings on trips. Do not leave valuables unsecured in any room or on the bus. ***The EMHS Band will not be responsible for any personal losses.*** If you bring valuables, it is your responsibility to lock them up.
3. Sunglasses are acceptable only in the stands. ***Bandanas and ball caps are not to be worn in the stands at any time.*** Items worn under the uniform hat must not be visible and must be removed when the hat is taken off. Long hair must not touch the band jacket collar during performance.
4. The band sits together in the stands in a uniform seating order. Friends, family, or outside personnel are not allowed to sit with the band, unless the director grants special permission. Band members are expected to remain in the performance area and perform in the stands. You must ask permission from a director to leave the performance area for any reason.
5. The band may perform post-game. Please be prepared to go back on the field.
7. Students who have difficulty with music memorization or marching fundamentals may be moved to alternate status until they are able to perform at a higher level and can work their way back into the performing ensemble.

Traveling Policy

1. All game day and school policy and procedures apply when traveling. Roll will be taken when the bus leaves the school. If you miss the bus, for any reason, your parent must accompany you to the event. ***You may not drive.*** If you drive, you will be sent home and receive a zero for that event.
2. Band members are representatives of Edmond Memorial High School. When we are traveling, you are expected to act in a manner that is a good representation of yourself, the school and the band program.
3. Students are required to travel ***with*** the band to all out-of-town events for logistical and insurance reasons. Exceptions to this regulation must be made through the band director in writing prior to the trip. Please ***DO NOT*** leave with your parents without first seeing one of the staff members. If for some reason you cannot ride back with the band, you can only leave with **your parents** ***AFTER*** they have talked with the directors and given them a note.

Uniforms

1. Band Booster parents issue marching uniforms. Uniforms are to be hung properly every time they are worn. A uniform cleaning fee has been included in the assessment.
2. All marching band members must wear a specific shoe. They may be ordered through the director.
3. Earrings may not be worn unless they are studs. ***Any other visible jewelry is distracting and should not be worn.***
4. During the warmer months there is a “warm weather” uniform, which the student must provide, consisting of: Black pants (no cargo), Maroon band Polo (provided by boosters Freshman

- year/Junior year), Black Marching Band shoes and Black socks. The director will tell you when this uniform is to be used.
5. Concert Attire(uniform for concert season):

Men

- Maroon Blazer (issued by Booster, Required to be cleaned when returned)
- White Tuxedo Style Shirt
- Black Bow Tie
- Black Dress Slacks(nice pants, no cargo)
- Black Socks
- Black Dress Shoes (not tennis Shoes, marching shoes are fine)

Women

- Long Black Dress (tea length or longer – mid calf)
- Black Skirt (tea length or longer) and black top
- No bare shoulders or bare midriff
- Black Stockings
- Black dress shoes (no sandals)

Music/Drill Memorization

1. Music for halftime performances or marching contests must be memorized.
2. Students may be asked to play music for a section leader, drum major, or staff member from memory in order to assess the student's readiness to perform. This is not designed to be a punitive measure, simply a check of progress.
3. Students who are found to have a chronic problem with music memorization may lose their performance position and be at risk of being moved to alternate status. Please ask for help from an upperclassman or staff member if you are continually having memorization problems.
4. All music must be memorized by the first marching contest. Do not penalize the band's performance with your lack of preparedness. Students who are unable to perform music by memory at a satisfactory level may be moved to alternate status.

Eligibility

If a student receives a failing grade in any of their class for 2 consecutive weeks (seniors - an "F" is considered failing whether the class is needed for graduation or not), they are unable to perform at contest with the Edmond Memorial High School Band. During marching season the student will be moved to alternate status. If the student brings the grade up, they will have the opportunity to work their way back into the marching block. *They are expected to attend games to receive points to maintain their grade.*

Classroom Rules

1. No gum, food or drink in the Band/Orch Room (water is allowed).
2. Allow the teacher to teach and the students to learn.
3. Always participate in class.
4. Respect others and their belongings.
5. Be on time and ready to start before the director gives the first downbeat.
6. Bring all materials to class everyday
7. If it is not yours, do not play it.

Concert Auditions

Concert band placement will be the average of 4 scores; 4 taped auditions worth 25% of final chair placement (and 100 test points each). Each student will need to purchase the required materials for CODA auditions before the first scheduled taped audition (a list of these books can be found in the **BAND BOX**).

Percussion Equipment

Percussion students will be required to provide a stick bag before the start of concert season. A list of the required equipment will be provided. Students will not be able to play any of the percussion instruments requiring these sticks unless they have all the required equipment.

HEALTH RECORD

Student's Name: _____ **Birthdate** _____

Address: _____ **City:** _____ **Zip:** _____

Parent/Guardian Name: _____ **Home Phone:** _____

Student Cell: _____ **Father Cell:** _____ **Mother Cell:** _____

Father Day: _____ **Mother Day:** _____

In Case of Emergency, if parent/guardian cannot be reached, notify:

_____ **at (Phone #):** _____

(Name)

Family Doctor: _____ **Dr.'s Phone #:** _____

Preferred Local Hospital: _____

Known Allergies/Health Issues: _____

EMERGENCY MEDICAL CARE RELEASE

BE IT KNOWN that I, the undersigned parent/guardian of _____ do hereby give and grant unto any medical doctor or hospital, my consent and authorization to render such aid, treatment, or care to said student as, in the judgment of said doctor of hospital, may be required, on an emergency basis, in the event said student should be injured or stricken ill while participating in or on any Band event or excursion activity during the above mentioned school year. It is further understood that an attempt shall be made to contact me prior to said treatment.

X _____

(Parent/Guardian Signature)

NOTARIZATION

Subscribed and sworn before me this _____ day of _____, 20____

My commission expires _____

SEAL

(Notary Public)



BAND DEPARTMENT
EDMOND MEMORIAL HIGH SCHOOL
EDMOND PUBLIC SCHOOLS
EDMOND, OKLAHOMA
BOARD OF EDUCATION
DISTRICT 1-12

**Re: Parent's Permission for Excursion
Student Directory
Health Record
Emergency Medical Care Release
Handbook Agreement**

School Year: 2010-11

**To: Lynn Ann Feroli–Andrew Brooks–John Smith–Adam Basset
(High School Band Directors)**

PARENT'S PERMISSION FOR EXCURSION

The undersigned, a parent or the parents of _____
request that the said student be permitted to engage in **ALL SCHOOL ACTIVITY
EXCURSIONS** approved by the **BAND DEPARTMENT** during the current school year; and as
a prerequisite consideration, agree:

*That only general supervision of the pupil in the activities can be given: that neither the
school district nor any of its employees are liable for any injury of the pupil from such activity,
including use of school or chartered buses, or private conveyance, and to hold the school district
and all of its employees harmless on any claim for damages made by or for growing out of those
approved activities, including all expenses of defending same.*

X _____
(Parent/Guardian Signature)

HANDBOOK AGREEMENT

_____ Yes.....I have read and understand the 2010-2011 Band Handbook

_____ Personal Student Instrument make/model

_____ Personal Student Instrument Serial Number

X _____
(Parent/Guardian Signature)