

Jamestown High School

Band Manual



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Introduction

This manual is designed to provide you, each member, with important information on how the band operates. This manual will help each student better understand the policies of the band, and if followed, will insure your success as a band member! It should be understood that the rules and regulations in this manual are in addition to, and not a substitute for, the normal school policies. Whenever the band performs and/or is together for an official school function, all school and band regulations apply.

Continued enrollment in the band is not to be taken for granted, but must be maintained by adherence to the rules, regulations, and standards set forth in this manual and by school policy. Should your behavior or attitude at any time become detrimental to the band, you may be removed from the band program. It is the responsibility of each member to inform his or her parent or guardian of the information included in this manual.

General

Purpose

The goal of the instrumental music department at Jamestown High School is to provide each student an opportunity for growth in musical skills and knowledge through individual and ensemble achievement.

Audition

All new band students take a placement audition administered by the band director(s). The audition may consist of major scales, chromatic scales, prepared piece and a recommendation from the student's previous director. This audition will help determine which class or ensemble is the most appropriate setting for the student.

Enrollment

9th and 10th grade band members are expected to enroll in band for both semesters of an academic year. Other band members are expected to enroll in a band class each semester. In the event a student has a significant scheduling conflict or other type of academic hardship that would prevent taking band both semesters, that student will need to set up a conference that involves the band directors, the student and his/her parents. During this conference we will discuss the potential consequences and options of not being enrolled for both semesters and some options that may help you work the conflict out. In short... we want you, but it is a two way commitment.

Performing Groups

Marching Band (fall semester only)

Students enrolled in fall semester Brass/Woodwind or Percussion classes are members of the Jamestown Marching Eagles. Membership requires total dedication and maximum effort and involvement in all aspects of marching, playing and performance.

Performances include all home football games, District Marching Band Festival, marching band competitions and local parades. The band may also perform at other times during the year as opportunities become available.

Colorguard (both semesters)

Colorguard, chosen each spring by audition, is comprised of students who perform as the visual component of the marching band. The Colorguard uses both visual equipment and traditional and

contemporary dance as part of the show design for this group. Students need not be a member of the band program to audition. The Colorguard will have a regular practice schedule in addition to weekly Marching Band rehearsals.

Concert Band (fall semester only)

The Concert Band will be comprised of instrumental music students enrolled in the fall semester Brass/Woodwind or Percussion classes. Emphasis is placed on group musicianship, exploring both standard and contemporary literature. Performances include the Holiday Concert and other opportunities as they become available.

Symphonic Band (spring semester only)

The Symphonic Band will be comprised of instrumental music students enrolled in the spring woodwind and brass classes. Emphasis on group musicianship, exploring both standard and contemporary literature and improving individual musical technique are goals of this ensemble. Performances include seasonal concerts, District Band Festival, and the Spring Trip. The band may also perform at other times during the year as opportunities become available.

Wind Ensemble (spring semester only)

The Wind Ensemble is the select concert organization comprised of advanced level instrumental music students. Students may audition for the Wind Ensemble in the fall semester. Emphasis on advanced musicianship and contemporary literature performance are the goals of this ensemble. Performances include seasonal concerts, District Band Festival, and the Spring Trip. The Wind Ensemble may also perform at other times during the year as opportunities become available.

Jazz Ensemble/Band (fall & spring semester)

The Jazz Ensemble/Band is an integral part of the overall band program. An effort is made to promote the growth and performance of jazz and related styles of music. If there is sufficient student interest, two jazz groups will be formed. Jazz Ensemble/Band members will be chosen by audition or consent of the director. Students who play instruments such as electric bass, piano or guitar and are not enrolled in the Jamestown Band may participate in the Jazz Ensemble/Band if space is available. Jazz Ensemble/Band rehearsals will be held either after school or in the evening.

Percussion Ensemble (spring semester only)

Students enrolled in the spring percussion class make up the Percussion Ensemble. Literature for this ensemble may include both indoor marching percussion pieces as well as traditional concert repertoire. This ensemble will perform during the Spring Trip and spring band concert. The Percussion Ensemble may also perform at other times as opportunities become available.

Small Ensembles (fall & spring semester)

Various other ensembles such as woodwind or brass choirs, quintets and quartets are available for interested students. Opportunities to perform include Solo & Ensemble Festival and various school functions.

Pit Orchestra (spring semester only)

Students enrolled in the JHS band program are eligible to audition for the Spring Musical Pit Orchestra. Instrumentation will be determined by the score of the musical selected. Afternoon rehearsals will begin approximately six weeks prior to opening night. Afternoon **and** evening rehearsals will start approximately two weeks before opening night. Attendance is required at all rehearsals and performances. Any unexcused absences from rehearsal or performance may result in expulsion from the orchestra.

Grading System

A band student's grade will be assessed as follows:

50% Tests

40% Class Participation/Rehearsals

10% Practice

All grading will follow the outline below.

A = 100 - 90 pts.

B = 89 - 80 pts.

C = 79 - 70 pts.

D = 69 - 60 pts.

F = 59 - 0 pts.

PERFORMANCE

***Any unexcused absence from a performance will result in a deduction from the overall grade for the marking period. An unexcused tardy or being improperly prepared (improper uniform, no instrument, no music, etc.) for a performance may also result in a point deduction from the overall grade.**

For an absence or tardy for a **PERFORMANCE** to be considered excused, the student must submit a "*request to be absent/tardy form*" to the director at least two weeks prior to the performance.

It is at the discretion of the director(s) to determine if a student is eligible to participate in any performance if the student has missed important rehearsal time or if the student cannot individually perform to a level that will contribute to the overall performance. Should this decision be made, the absence will be counted as excused providing that the missed rehearsal time was counted as excused.

Submission of this form does not guarantee that the absence or tardy will be excused.

Tests

Each band member's playing test grade is based upon his performance in class as determined by playing and written tests. Music will be played off on announced dates during the regular class period. If a student misses a playing test, he/she may make up that test. Any make-ups must be done within one week of return to school. It is your responsibility to schedule make-ups; not the director's. You may not make up any test during class time.

*- Students who do not take a test and who do not make up a test will receive a "0" for that assignment.

Rehearsals

The Marching Band, Concert Band, Symphonic Band and Wind Ensemble will have regularly scheduled rehearsals after school. The rehearsal schedule will be set at the beginning of each season. Additional rehearsals will be scheduled as necessary. Dress rehearsals for concert performances will generally take place the afternoon and/or evening before the concert date. **All rehearsals are considered an extension of the work done in class, therefore participation or lack of participation will have a direct bearing on the student's grade and continued band membership.**

For an absence or tardy to a **REHEARSAL** be considered excused, the student must submit a "*Request To Be Absent/Tardy Form*" to a director at least two days prior to the rehearsal.

If a student is absent or tardy due to illness or family emergency, the student must submit the form within two days of his/her return to school.

Submission of this form does not guarantee that the absence or tardy will be excused.

An excused absence may be granted for the following circumstances:

- An illness which is being treated by a physician and/or serious enough to keep you from your academic responsibilities
- Serious illness or death in the family
- Unavoidable conflicts **which have been approved by a director**

***Work will NOT be considered an excused absence.**

Class Participation

Your class grade will be determined by your preparation, attitude, behavior and participation during regular class time. Examples of deductions from this grade include excessive talking, gum, not in your seat at the start of class, etc. No participation points will be awarded on days when you do not have your instrument/equipment/supplies.

Practice Grade

Each student is required to practice as homework for all band classes. Students may earn points each grading period by a practice "call-in." A "call-in" consists of calling the bandroom voice mail (259-3600 ext. 31187), announcing your name and practicing your instrument into the phone. Call-ins are due **before** the last day of the grading period. No more than three call-ins will be credited to your grade per week. A practice week consists of Monday through Sunday. A list of appropriate practice material will be posted at the beginning of each week.

Procedures

Class Expectations

Get your necessary equipment for class and go directly to your position to warm up. Class will start 5 minutes after the tardy bell.

All playing and talking should stop when the director steps on the podium.

Everyone is responsible for his/her own music. If you are missing a piece of music, inform the librarian or director.

All instruments are to be placed back in their cases and the cases put in the appropriate locker at the end of all classes and rehearsals. All instruments should be wiped clean before putting them in their cases.

Students are to return and remain in his/her assigned seats until the dismissal bell.

Students who cannot play during a class or rehearsal for health reasons, or forgotten instrument or music, must sit in his/her regular spot and observe class.

Each student is responsible for helping keep the band room and instrument storage room neat, clean and orderly. All instruments must be placed in the appropriate locker.

Under no circumstances are you allowed to do homework in class without the permission of the director.

Students not attending a performance, either through their own choice or the choice of the director, will still be expected to attend all rehearsals for that performance unless excused by a director. They may also be asked to substitute for any member not present because of sickness or some other legitimate reason.

Football Games

Typical Football Game schedule:

- 5:00 pm -- Dress in Band Room
- 5:30 pm -- Run through
- 6:15 pm -- Depart for Cooley Field
- 6:45 pm -- Warm Up at Cooley Field
- 7:00 pm – Game begins
- *10:00 pm – estimated return time to JHS

In the case of inclement weather, announcements will be made over the school PA and placed on the bandroom voicemail and on the band website. If you do not hear any announcement regarding a cancellation please report as scheduled.

Cheerleaders dance team members and JV football players are expected to perform at halftime during football games. Varsity football players are expected to perform at all competitions and parades.

You are to remain in the stands at football games unless you have permission to leave from the director or drum major. You will be given the third quarter off for each game.

Under no circumstances are you to play your instruments in the stands without instructions from the director or drum major.

Assemble for half-time when instructed by the director or drum major.

All band and colorguard members will be excused at the end of half-time for a break during the third quarter. Instruments are to be put back in their cases before leaving for your break. You are to remain in full uniform at all times during football games. This includes third quarter. Failure to do so may result in loss of third quarter privileges or suspension from the band.

Students are expected to be back in his/her assigned seats in the bleachers prepared to play before the start of the 4th quarter.

Students who are late returning from break may lose their break at the next game.

****Remember; while in uniform you represent yourself, your family, your school, your band, your community and your directors.***

Concerts

Typical Concert schedule:

- 6:30 pm -- Dress in changing areas
- 6:45 pm -- Onstage for warm up/tuning
- 7:30 pm -- Concert

Remember to bring your black shoes/socks/hose.

Keep uniform hangers together for returning at end of evening.

You are required to be in the auditorium listening to other groups during the concert when you are not performing.

You are required to stay until all groups have finished performing.

Graduation

All students in grades 9-11 are expected to participate at the end of the year graduation ceremony in June. This may also be a part of the final exam grade.

Spring Trip

Each year the Jamestown High School Band takes a trip in the spring. The trip is built around the band's performance at a festival or concert. To be eligible to participate the student must:

- *Have attended scheduled rehearsals for the trip.
- *Have no unexcused absences from performances for the year.
- *Be able to pay his/her share of the trip. (The Band Boosters conduct fundraisers to help each student earn money for the trip.)
- *Abide by the rules stated in the Jamestown High School Student Handbook and those of the Williamsburg/James City County School Board.

Fundraising

Students will be given the opportunity to participate in scheduled fundraisers during the school year. The student earned profit of these fundraisers may be applied toward the cost of band fees or the spring trip. Any profit earned by a student must be used during the school year earned and may not carry over to a subsequent year. Students are not required to participate in one or all fund-raisers. The fundraisers are an opportunity for those students who wish to take advantage of them. Information will be sent home in the fall regarding planned fundraisers for the year.

Band Fee

There is a band fee of \$80.00. The Band Fee is used for: marching shoes, band T-shirt, marching gloves, marching and concert uniform cleanings/repairs and other items as needed.

Students who may have special circumstances will be given the opportunity to participate in fundraising activities in order to pay their band fee.

Checks should be payable to:

Jamestown High School

Instrument Rental Fee

Students who use a school owned instrument are required to pay a \$50.00 per year rental fee for that instrument. This fee also applies to percussionists in the band program. In addition to the fee, students are also required to fill out a rental agreement for each instrument they are using. Students who use a secondary or temporary instrument are not required to pay the rental fee. Students are expected to return the instrument in the condition that it was issued. This fee does not cover any damage or normal repair work that is required for the instrument.

Students who may have special circumstances will be given the opportunity to participate in fundraising activities in order to pay their instrument rental fee.

Uniforms

Marching Uniforms

Each marching band member will be issued the following:

Band Jacket	Bib Pants
Hat	Plume
Gauntlets	

The marching uniforms were designed for the Jamestown High School Band and purchased by the WJC School Board. They are to be treated with the utmost of care. If a student for any reason mistreats a uniform they will lose the privilege of wearing it. This includes proper hanging when not in use. Every student must return the same pieces checked out. Any part found missing or damaged will be replaced at the band member expense.

***Each student is responsible for providing:
gym shorts (to wear under pants) & black socks**

Students are to wear a T-shirt under their marching uniform. Each student will be given a band t-shirt that you may use for this purpose. Each member is solely responsible for keeping his uniform neat and clean. No additional decorations of any kind are allowed to be worn on the uniform.

Concert Uniforms

Each concert band member will be issued the following:

<u>Gentlemen</u>	<u>Ladies</u>
Tuxedo Coat	Black Concert Dress
Tuxedo Pants	

Tux Shirt
Bow Tie/Cummerbund

*** Students are responsible for providing:
black socks or hose & black dress shoes** (no tennis shoes)**

**The band will have access to a few pair of black dress shoes if you do not have them. Please let the director know.

There may be occasions when the band will wear semi-formal attire. For these situations the following would be appropriate.

Gentlemen
Coat & Tie

Ladies
Dress, skirt, or pants

Grooming

While in uniform, it is essential that our appearance enhance our performance and not detract from it. If you are not sure if something is appropriate, ask a director. With that in mind, band members are expected to adhere to the following guidelines:

Hair must be neatly trimmed and not cover the eyes. Any hair style that detracts from the uniform is unacceptable. Long hair must be pulled back while in marching band uniform. Facial hair must be neat and trimmed.

No hats, bandanas or other head coverings may be worn at any time while you are in uniform. This includes traveling to and from a performance while in uniform.

Cleanliness and good personal hygiene are imperative.

The style, color and shape for all earrings must be conservative. At no time may the earrings be larger than the size of a dime.

Rope and beaded necklaces that are conservative in style and do not distract from the uniform are permissible. For marching band, all necklaces must be worn under the marching band jacket.

Parents

General

Parents play a vital role in the development of their child's musical development. Several ways parents can assist and facilitate this development are:

Show an interest -- ask questions about what your child has learned. Feel free to remark on progress in a positive way. Read and respond to information bulletins sent home by the band director.

Ask your child to play his assignment for you. If it seems no progress is being made, inquire about it.

Help your child set aside a specific time for practicing. Be firm about enforcing their practice schedule and remind them to do their call-ins.

Encourage your child to take care of his equipment. Some of the biggest problems we have in tone production and intonation are a direct result of musical instruments in disrepair.

Encourage your child to study privately if he is having problems or seems to be particularly interested in music. Those who think they may choose music as a career should definitely study privately with a

good teacher. Contact one of the band directors to find your child a teacher if you don't know of a good one.

Parental attendance to all performances is encouraged. Support of your child's musical activities is an important factor in the attitude of your child and the attitude of the entire band.

Make sure your child is present at all rehearsals and performances on time.

If your son/daughter is dependent on you to pick them up from a rehearsal or performance, please pick them up in a timely manner.

A staff member will wait with any student until he/she is picked up provided that the student remains in the bandroom.

Band Boosters

The Jamestown Band Boosters serve as a support group to the Jamestown High Band. This parent run organization plans and implements all fund-raisers, serves as chaperones for all football games and trips, work concessions at sporting events, and other projects as needed.

Students

Leadership Positions

Drum Major(s)

The Drum Major(s) is the student leader of the marching band. The Drum Major must display strong leadership and motivational qualities. He/she must have a basic knowledge of commands, conducting, marching skills and human relationships. The Drum Major(s) is chosen by audition in the spring. Duties include assisting the directors in rehearsals and serving as the liaison between the students and directors.

Leadership Corps

Members of the Leadership Corps should display a high level of musicianship and have the ability to lead while maintaining a positive rapport with other band students. The Leadership Corps is chosen by director(s) based on experience, marching ability and leadership. Duties include assisting the Directors and Drum Major in marching rehearsals, music rehearsals, uniform and instrument inspections, caring for the band facilities and general band discipline.

Loading Crew

Members of the Loading Crew help with the loading and unloading of uniforms, equipment and instruments. Other duties include setting up the auditorium for concerts and putting away equipment and instruments in the bandroom.

Uniform Staff

Members of the Uniform Staff help with the issuing of all band uniforms and upkeep of the uniform room.

Band Council

The Jamestown Band Council is composed of students who organize and plan band "social" activities. This group helps to improve and maintain band morale. Students who have leadership positions are members of the band council. General membership of the band council is voted on by the band

membership.

Awards

To be eligible for awards, band members must have participated in all public performances with no unexcused absences. Members must maintain a B average or higher in band. Band members must be well mannered in discipline as well as attitude.

John Philip Sousa Award

This award recognizes a senior band member displaying superior musicianship, leadership, dependability and contribution to the band program. The Sousa Award is the top national band award.

Louis Armstrong Award

This award is presented each year to the outstanding senior member of the Jazz Ensemble. The award is based on outstanding musicianship, leadership, cooperation and contribution to the Jazz Ensemble.

Director's Award

This optional award is one of the highest awards given. Criteria are the same as the Sousa Award. This award is limited to a senior band member(s) and the recipient is selected by the band directors.

Semper Fidelis Award

This award is presented by the Marine Corps to the senior band member displaying outstanding musicianship and dedication to the band program. This award is selected by the band directors.

All Virginia Band/Orchestra Award

The highest honor earned by any band or orchestra student in Virginia. Those who are chosen for All Virginia Band or Orchestra will have their name inscribed on the permanent plaque of honor in the band room.

Tri-M Music Honor Society

A high school honor society for the highest level of musicianship and service to the Jamestown Band. Students must meet specific national membership requirements to be invited to join.

Band Office Voice Mail / E-mail

phone: 259-3600 ext. 31187
email: turners@wjcc.k12.va.us
website: jhsband.org

The band office has a direct line and voice mail if you need to contact us. The band voice mail will also be used to update parents on arrival and departure times while the band is on trips.