

# Golden Gate High School

## Band Handbook

### Philosophy and Objectives

Music is a universal language, a pure and unique method of communication. Through music, a person can achieve an understanding of beauty, expression, and the appreciation of the finer things in life through the actual participation in them.

In addition to the cultural values, there are many nonmusical values taught in band including personal, physiological and avocational reasons. Music is an important and contributing factor in fulfilling the philosophy and general objectives of a general education.

There are many objectives of the instrumental program. All of these objectives lead to a broadening of musical experiences. Each student is expected to increase appreciation of all types of music, improve musical skills, and develop an understanding of music. The group should offer other performance avenues in the arts in addition to recreational opportunities, respect, and pride, through musical performances. Providing high standard musical performances is to be expected in route to becoming a better citizen and making the community a better place to live.

## **Qualifications for Membership**

In order to become a member of the Golden Gate High School Band program, each student must proceed through an approved instrumental training program and complete a successful audition. Each student will be auditioned to determine the level of ability of their individual playing. Recommendation of the student's director or private teacher will be taken into consideration. Each student is expected to know a minimum of fundamentals such as scales, rudiments or dance and twirling fundamentals. A specific list of these requirements will be published each year. Each student is expected to improve and add additional fundamentals to retain membership status.

### **Courses**

#### Wind Ensemble

This is the highest level performing concert group at Golden Gate High. Membership is by audition only and balanced instrumentation is a factor in membership selection. Students in this band will gain knowledge and exposure to standard band literature as well as advanced performing techniques. This course is designed for the most serious and dedicated students as extra rehearsals and individual outside practice is a must.

#### Symphonic Band

This is the second level performing concert group at Golden Gate High. Membership to this group is also by audition only and instrumentation is a factor. While this group is a performing group, training in basic fundamentals of playing are also taught. Students in this group will also gain exposure to advanced band literature and performance techniques. This band will also involve several extra rehearsals and individual outside practice.

#### Concert Band

This is the third performing group at Golden Gate High. While emphasis in this band is predominantly on basic fundamentals and technical advancement, students will be exposed to standard band literature. A few extra rehearsals are required and individual practice is essential for advancement.

### Beginning Band/Instrumental Techniques

This is a non-performing class where students learn to play a musical instrument. Students will be taught how to play a musical instrument along with learning music theory, music history, and music appreciation.

### Jazz Ensemble

This is a small ensemble designed for experience in jazz and popular style music. Membership is by audition only and is restricted to advanced players. Instrumentation is based on that of the traditional big bands. Students will learn aspects of jazz such as improvisation and swing as well as participate in many public performances.

### Marching Band

The Golden Gate High School Titan Marching Band is a co-curricular performing group that involves music, dance, and all aspects of visual performance. This is a very active group with many performance opportunities. This organization is active mainly in the fall with all practices being outside the school day. The Titan Marching Band performs at all home games, most away games, FBA events, parades, and selected other activities. Most band awards and letters are based upon participation in this group. All practices are required of members. Marching Band provides all students with many opportunities to develop performance skills in front of large audiences and also many chances to travel with a group.

### Auxiliary (Dance Line and Color Guard)

This group is the auxiliary visual group of the band and consists of dancers, flags, and rifles. Membership is by audition only in the spring of the school year. The Dance Line and Color Guard perform with the marching band in addition to participating in both group and individual competitions as separate units. They also perform at many community functions, basketball games, parades, and winterguard/dance competitions.

## **Officers and Responsibilities**

A very important group in the band is the band staff. This group is directly responsible for the well being of the band including administration, policies, and activities.

### Director

The director is the administrator of all functions of the band and makes all final decisions.

## **Officers**

The officers must all be members in good standing of both Marching Band and a band class. The band director elects all officers in the spring for the following year.

### Band Captain

This is a student who assists the director in all respects and coordinates the student staff. This student must be a senior. The responsibilities and duties of the Band Captain are:

1. Be a student representative of the band at all functions.
2. Appoints committees for all activities.
3. Promotes band activities such as social or educational events.
4. Coordinates all student officers of the band.
5. Reports to the director any problems or suggestions that may improve the band program.
6. Upholds the highest traditions and spirit of the band.
7. Maintains discipline in the band room each day before and after rehearsals.
8. Checks the band room after each performance.

### Lieutenants

Four Lieutenants will be selected to administer certain duties. These students are usually upper classman who assist the band captain in all activities. Their responsibilities are:

1. Assume all duties of the band captain when necessary.
2. Assist the band captain when possible.
3. Serve as band social chairman.
4. Be in charge of band spirit and morale.
5. Hold inspections before each marching performance.

6. Keep minutes, check roll, keep records.
7. Check uniforms and accessories after each trip.
8. Set up a system of cleaning the band room after each rehearsal and trip.
9. Handle all band correspondence such as thank you notes, sympathy cards and invitations.
10. Assist in coordinating fund raising activities.
11. Set up stage for concerts.
12. Keep a scrapbook of the year's activities.

## **Appointed Staff Positions**

The staff shall set a good example at all times and is responsible for knowing and enforcing all rules and regulations of the band. Any officer or staff member not fulfilling his/her responsibility is subject to removal.

### Drum Majors

This is a position appointed by the band director or an appointed representative for leadership of the marching band and the pep band during performances. The drum major will attend an approved camp for instruction. Financial assistance may be awarded if necessary. The drum major must have been a playing member of the marching band for at least one year. Responsibilities of the Drum Majors include:

1. Assisting the director in teaching marching drill.
2. Inspecting section leader's uniforms before each performance.
3. Acting as field leader of the marching band.
4. Assist in maintaining the discipline of the band.
5. Coordinating of all section leaders in teaching music and marching fundamentals.
6. Conducts the marching and pep bands at all performances.

### Auxiliary Captains and Co-Captains

Students holding these positions are in charge of organizing all auxiliaries. The responsibilities of this position coincide with the responsibilities of the Band Captain.

### Librarian

These students holding this position are responsible for the organization and upkeep of the music library. The duties of this position include:

1. Passing out and taking up music during class.
2. Keeping file cabinets neat and organized.
3. Maintaining an up-to-date listing of pieces contained in the library.

### Managers

These students are responsible for the maintenance of the field and loading equipment. This includes such duties as lining the field, carrying heavy equipment, and loading all equipment, hats, uniforms, and instruments on the bus and truck.

### Section Leaders

Inspect ranks for proper uniforms, music preparedness, cleanliness of instruments, and proper marching techniques. Section leaders should be responsible for teaching members of the section proper playing procedures, instrument carriage and problem solving.

## **Committees**

Throughout the year there will be various committees formed to help organize events and activities. Most of these committees will be formed on an appointed or voluntary basis.

## **Band Letters**

Golden Gate High School band letters will be awarded at the annual GGHS Band Banquet. These band letters are awarded for each student's first year of participation in the band program. After the first year of participation each student is awarded a GGHS chevron that can be displayed with the band letter. To receive the GGHS band letter or chevron each student must achieve the following:

- Be a member in good standing of the GGHS Marching Band and one of the concert bands or auxiliary units
- Complete the full year of band activities without any unexcused absences
- Participate in five fund raising activities

## **Band Banquet**

**The GGHS Band Banquet is held in May. Students will not be eligible to attend the band banquet if they are not in good standing with the GGHS Band or if they have not completed their five fundraisers for the school year.**

## **Auxiliary**

The following requirements and statements shall apply to all students on *Dance Line* or *Color Guard*:

1. Dance, rifle and flags shall have no set number of members.
2. The squads are open to any academically eligible student at Golden Gate High School.
3. Any conduct reflecting on the moral or physical character of the group will result in suspension from the group.
4. All extra practices must be attended
5. Any or all members of the group may be required to attend an approved camp to be eligible. Financial assistance may be provided.
6. All make up and dress shall not detract from the group.
7. An overall grade average of "C" should be maintained in addition to meeting the grade policies of the school.
8. Auditions for *Color Guard* and *Dance Line* are at a time and place designated by the director.
9. Captains of the groups will also be selected by the director and should be prepared to attend an approved camp.
10. The band director or appointed representatives will select the members of the group.

## **Check Out Procedures**

All students using school property must follow the proper check out procedures.

### Instruments

1. Obtain brand name, serial number, and I.D. number off the instrument.
2. Inspect the instrument for damages or dents.
3. Fill out the appropriate forms
4. Pay maintenance fee if applicable.
5. Obtain receipt.
6. Students are responsible for any damages.

### Uniforms

1. Be fitted by uniform chairman.
2. Fill out appropriate forms.
3. Furnish all white gloves, lace up shoes, and black socks.
4. Be responsible for the care of the uniform.
5. Pay the uniform cleaning fee.
6. Obtain a receipt for this fee.

### Music

1. Be responsible for all music issued.
2. Keep music in locker, case, or appropriate music racks.
3. Music will be turned in at the end of each semester and students will be charged for lost or damaged music.

### Auxiliary Equipment

All auxiliary equipment (flags, pom poms, etc.) should be kept in good repair and in the proper storage place when not in use.

## Grading System

Each student will be evaluated as an individual as his/her performance relates to the performance of the band. It is understood that both subjective and objective evaluations must be included in any artistic endeavor. Each 9 weeks grade will be determined from specific portions of this semester plan.

1. Daily classroom Participation (25%)
  - A. Attitude
  - B. Discipline
  - C. Preparedness for class (including instrument, music, and “wood shedding” parts)
  - D. Effort
  - E. Attentiveness
2. Assignments (35%)
  - A. Assignments
  - B. Playing and written tests
3. Attendance at rehearsals, performances etc. (30%)
4. Final (10%)

The Grading Scale Changes to the following for the 3<sup>rd</sup> and 4<sup>th</sup> semester:

- |    |                                    |     |
|----|------------------------------------|-----|
| 1. | Assignments/Tests                  | 60% |
| 2. | Participation/Attendance at Events | 30% |
| 4. | Final                              | 10% |

Every unexcused absence from a rehearsal will result in the loss of one letter grade. An unexcused absence from a performance will result in a failing grade for the nine weeks. In every case an absence must be reported in advance or it will be considered unexcused. If you must be absent or tardy to a rehearsal, you must clear it with the director first. An unexcused absence from FBA Marching Festival, FBA Concert Festival, or FBA State Festival will result in a failing grade for that entire semester.

\*Note – You must be present to participate in class. Unexcused absences will not be tolerated and will be reflected in your participation grade.

## **Attendance**

If an organization such as ours is to maintain a high level of excellence, it is essential that all of its members participate on a regular basis. Performance and participation in the GGHS Bands presents a unique situation in that most performances and many rehearsals are held outside the regular school day. Because of this, members willingly give up free time and arrange a work schedule around activities of the band. There are, unfortunately, a few students who always ignore their responsibilities to the band. Having chosen to be a part of the GGHS Band allows a student many opportunities for public performances including football games, parades, concerts, contests, and have the friendship of many fellow students. The rules regarding unexcused absences you find below may seem harsh, but they will only apply to the students who demonstrate a lack of responsibility and dependability toward the band and its members. It should be understood that there are always good reasons to miss band activities, but if these are left unsaid, they are no longer good. These attendance regulations apply to all band members.

1. IN ALL CIRCUMSTANCES CONCERNING ABSENCES, IT IS THE RESPONSIBILITY OF THE STUDENT TO COMMUNICATE DIRECTLY WITH THE DIRECTOR.

2. Absence due to illness, accident, or death in the family, of course, will be excused. However, the director must be notified before a performance or rehearsal, not several days after the fact. Good communication is essential!

3. Absences from performances and rehearsals are excusable only if there is extreme personal illness, a death in your immediate family, or are pre-excused with the director for other circumstances. Please plan Doctor's appointments around band practice. If a Doctor's appointment must conflict with a rehearsal, it is the responsibility of the student to fill out an absence form at least 3 days prior to the appointment.

\*Note – Students that have an unexcused absence from evening marching rehearsals will not be eligible to participate with the band in the halftime show the Friday of that week. All students will be expected to be in attendance for the Friday football game and in uniform to participate in the other activities of the evening. Students will not be allowed to actively participate in any Saturday marching festival, parade, concert, trip, etc. that is scheduled that week. Excused absences from class, rehearsals, or performances will not adversely effect a student's grade. Unexcused absences, on the other hand, will count against a student's grade.

On rare occasions, circumstances beyond your control will prevent your participation in a band performance. These are very special circumstances and will be judged as fairly and as equitably as possible. All excuses will be considered on an individual basis.

## THE FOLLOWING ARE NOT EXCUSED ABSENCES:

1. YOUR JOB! "I GOT CALLED IN AT THE LAST MINUTE!"
2. Baby sitting for the family or others. "Mom got home late from work!"
3. Doctor or dentist appt. Please schedule appointments accordingly.
4. Sports events or sports team practices. (Check with the director ahead of time, the director and coach will work out a solution to the scheduling conflict.)
5. Detentions
6. Unexcused absences from school
7. Other activities such as clubs, plays, parties, banquets, etc.

\*Note – YOU MUST BE IN REGULAR ATTENDANCE AT SCHOOL FOR AT LEAST THREE FULL CLASS PERIODS ON THE DAY OF A GIVEN SCHOOL ACTIVITY OR YOU MAY NOT PARTICIPATE IN ANY AFTER-SCHOOL FUNCTION SUCH AS SECTIONALS, NIGHT REHEARSALS, FOOTBALL SHOWS, CONTESTS, FESTIVALS, PERFORMANCES, CHEERLEADING, FOOTBALL, BASKETBALL, GOLF, ETC. THIS IS A SCHOOL RULE!!!!

\*\*STUDENTS THAT HAVE AN UNEXCUSED ABSENCE FROM ANY BAND PRACTICE WILL NOT BE ELIGIBLE TO MARCH IN THE HALFTIME SHOW ON FRIDAY. THIS ELIGIBILITY ALSO APPLIES TO ANY MARCHING FESTIVALS ON THE SATURDAY FOLLOWING OF THE SAME WEEK. Students may regain their spot in the show the following week at the discretion of the director.

### **Part-Time Jobs – After School and Evenings**

(READ THIS CAREFULLY)

The director recognizes that some students must work part-time jobs to augment family income or help with their expenses of attending school and other necessities. Students and parents are reminded though, of the individual student's responsibility to the band in regard to attendance. Students with jobs should assure that their employer is aware of their membership in the GGHS Band and understand that their presence will be REQUIRED from time to time for rehearsals and performances. These are not optional to attend by the student or at the discretion of the employer!!! Take a few

minutes and be sure your employer knows the dates and times that you need to be off for band. The monthly band calendar is printed and distributed with this purpose in mind.... to eliminate conflicts with jobs and family activities. Give your employer at least a week or two notice for the benefit of proper scheduling. Working a part-time job will not be reason for an excused absence from any scheduled band rehearsal or performance! Take care of posting these days off with your employer well in advance!

## **Auditions/Chair Assignments/Challenges**

Each student is required to audition for a chair placement or level within the group. These auditions will be held each semester or more often and will require the student to play scales, prepared selections, and sight-reading.

### Challenges

If a student is not satisfied with the chair awarded to him/her, then that student will be given the right to challenge the person sitting ahead of him/her.

1. The student must notify the person being challenged by filling out the proper form with the date, time, and music to be played. (The person being challenged must sign this notice.)
2. Students must play no sooner than three days after the challenge has been issued.
3. The director must approve all challenge material.
4. Students may move up only 1 chair at a time.
5. Changes in chair position cannot be made less than one week prior to a scheduled performance without specific approval of the director.

## **Uniform Cleaning Fee**

All students are required to pay a \$100 uniform cleaning fee at the beginning of the school year. This fee is to offset the cost of cleaning the band uniforms throughout the school year. This fee will be collected during the annual band camp at the beginning of August. Checks are to be made payable to the GGHS Band Boosters. Students will not be able to be fitted for a band uniform until they have paid their \$100 uniform cleaning fee.

There are also a few other items that each student will need to buy during the school year. These are personal items and usually will last a student all 4 years in high school.

### **Marching Band Shoes @\$23.00**

These shoes will be sold during band camp in August. All students are required to have a pair of black 407 Black Glide band shoes. We will have a shoe salesman come to the band room and measure all students and will then send the shoes right to the school. Students must also wear black socks with these shoes. Color Guard and Dance Line students will have the opportunity to buy the proper dance shoes at band camp also.

### **Marching Gloves @\$3.00**

These are white gloves the student will march with during the fall. These gloves are on sale in the band room. Students usually go through a pair or two during marching season.

### **Tuxedo Shirt @\$20.00**

This is our concert uniform. The band provides bow ties and cummerbuns. Students must buy a white tuxedo shirt and then have a pair of basic black pants and black shoes to wear at all concerts. (The director will arrange a time for a local vendor to come in and get each student's size for a discounted tuxedo shirt.)

### **Flip Folder and Lyre @\$10.00**

This is a music folder and a device that holds your music on your instrument. These items are used during band camp and the entire marching season. All students must have a flip folder and lyre

before band camp begins. These are available in the band office and at local music stores.

All students should also have reeds, cleaning tools, valve oil, and cork grease for their particular instrument. If your student needs any of these items call one of the local music stores and they will have everything in stock.

Color Guard and Dance Team members have a separate list of items they must purchase. Please refer to the current year's list of items that must be purchased.

## **Procedures**

Band members are always on constant display. Each member must always be aware of the importance of good behavior. The student should remember that he represents his band, school, and community whenever he performs or appears publicly. Any misconduct casts a direct reflection on our school and community and may well undo the good work of hundreds of other loyal students.

1. Band members are expected to adhere to all rules and policies of the school and band. All school rules apply at all times. Use of alcohol or drugs is strictly prohibited. Violation of this rule will result in immediate suspension from band and full punishment from school officials.
2. Band members will be responsible for instruments, equipment, uniforms and music belonging to the band.
3. All performances and rehearsals are mandatory for all members. This includes after school practices, sectionals, etc. Too many absences, even excused, can result in temporary removal from performances. If absences are excused, this is not considered a punishment or suspension.

4. Tardiness is a disease. Avoid the problem by being on time. Tardies or absences can only be excused if you personally clear them with the director.
5. Horseplay is not appropriate anywhere around instruments.
6. No gum during rehearsal or in the band room.
7. ALL MEMBERS must ride to and from ALL EVENTS with the band. Exceptions can only be made by the director in advance. The parents must provide written permission.
8. Wind players and percussionist should provide a towel or cloth to put instruments on when not in use.
9. Be prepared! Each student is expected to learn all music and drills in a timely fashion.
10. Food and drinks are not allowed in the band room or in the stands at football games. The band is usually granted third quarter off to get refreshments. Finish them before returning.
11. Public Displays of Affection (PDA) are not appropriate for any band functions and will not be tolerated.
12. Smoking is not permitted
13. The band uniform is expected to be worn properly at all times (buttons buttoned, no jewelry, etc.). Girls should consult a section leader for proper way to wear make-up.
14. The band telephone is for business purposes only. It will be available for students to call home after trips and special rehearsals. Students should not ask to use the phone at other times.
15. There should be no talking during any rehearsal. Each student should have a pencil and a small notebook at each practice.

## **Infractions of the rules can result in the following punishments:**

1. After school detention. This includes but is not limited to library work, cleaning the band room, extra assignments.
2. Demotion to a non performing member of an ensemble.
3. Loss of third quarter privileges. As punishment, a member may be assigned guard duty during the third quarter of a game. A bathroom break will be granted with a chaperone.
4. Conference with the director and/or parents.
5. Other punishments may include Saturday detention, clean up duty, or referral to school officials.
6. Suspension. This is a last resort. The member will not be allowed to perform with the band and may not be allowed to travel with the band. This will count as an unexcused absence resulting in loss of the Letter Award.

## **Special Bus Rules**

1. An adult chaperone will be on each bus.
2. Put all trash in garbage bags.
3. Adults should be allowed to board and exit the bus first.
4. Be quiet during roll call. It will be much quicker.
5. Everyone must be silent at all Railroad Crossings.
6. Tape players and radios should be used with earphones.
7. The bus drivers have the right to set additional rules.
8. Seniors should be allowed to board and exit first.

## **Dress Code for all Band and Band Related Events**

*(This applies to marching band, concert band, dance line, color guard, jazz band, etc.)*

### **Jewelry Policy**

- 1. Ladies are only allowed one stud earring in each ear for Marching Band events. If there is a problem with a recent piercing they must tape the earring up with a band aide. Ladies are permitted to have small multiple earrings for concert events. NO STRETCH PIERCING OF ANY KIND IS ALLOWED AT ANY BAND EVENT. THE STUDENT MUST REMOVE THE PIERCING FOR THE EVENT!**
- 2. Men are not allowed any earrings of any kind at ANY band performance. This includes studs, hoops and stretch piercings. Men must take their earrings out BEFORE they arrive at the band room for any band function. THERE IS A ZERO TOLERANCE FOR THIS! IT DOESN'T MATTER IF YOU HAVE STRETCH PIERCING AND THE HOLES WILL CLOSE, THEY MUST BE OUT FOR THE ENTIRE LENGTH OF THE BAND EVENT.**
- 3. Jewelry such as rings, watches, necklaces, bracelets, anklets, or piercings of any kind are not allowed at Marching Band functions. The band must look uniform and these items cause individuals to stick out. Tasteful rings, necklaces and watches are allowed at concert band events.**

### **Grooming Policy**

- 1. Students must have their hair styles in an appropriate manner for all band related events. These styles are not appropriate:**
  - 1. Multi colored hair**
  - 2. Extreme spiked hair**
  - 3. Mohawks**
  - 4. Designs of shaved and unshaved hair**

**Students must take care of their hair BEFORE they arrive at the band event.**

**If a student does not follow these dress code rules they will not be allowed to participate in the band related activity and will possibly be facing removal from the band program. Marching band violations could result in the loss of their marching position in the band. The Band Director and the Guard/Dance Instructor should not have to ask you to fix your hair or take out your jewelry, have it done before you get to the band room.**

## **Care of Equipment**

The purchase of a musical instrument represents a major investment of money, whether it is owned personally or by the school. It is good common sense to take good care of it so that it will remain in good working order and last as long as it should. Each student should keep their instrument dry and clean, avoid sudden temperature changes, and know special cleaning methods for your instrument.

## **Care of the Uniform**

1. Always hang up the uniform after each performance.
2. Report repairs for the uniform to the uniform chairperson immediately.
3. Cover hats and plumes in the rain.
4. Use proper uniform bags, rainwear, and proper storage facilities at all time.
5. Never wear coats, jeans, or outer garments under the uniform. Shorts and T-shirts are needed.
6. **Do not cut any material from the uniform.** Alter by hemming only.
7. Always provide the proper gloves and hats as required.
8. A uniform inspection will be held before each performance. All equipment is subject to inspection at any time.
9. Report any problems, stains, or tears to the uniform chairman and director.

## **Band Boosters**

The parents and friends of band members maintain an active booster club. All adults are encouraged to help us by belonging actively to this organization. Meetings are held regularly to inform parents, conduct business, and solicit help. The success of the band program is due in a large part to the active participation of the band boosters.

1. There will be monthly Band Booster meetings for the Band Booster Board.
2. A constitution is used to guide and protect the purposes of the group.
3. Officers are elected annually to provide leadership in the group.

## **Conferences**

The director is available for periodic conferences during his planning period or after school hours to discuss any matter relating to the policies contained in this handbook or a problem directly related to your child and his/her progress in the band program. For an appointment, call the school office and ask for the bandroom extension. Please DO NOT attempt to call the director at home. The school phone is 377-1690.