

**BOOKER T. WASHINGTON
HIGH SCHOOL**

**BAND HANDBOOK
2011 – 2012**

**HOME OF THE
MARCHING WILDCATS**

MISSION STATEMENT

The Booker T. Washington High School (BTWHS) Band is an organization dedicated to the task of fostering the sound mental, physical, emotional, and spiritual well-being of each member, staff, parent, and supporter by providing a positive, well-rounded, comprehensive music program that encourages students to utilize the skills learned in the program to meet and achieve all of their life goals while ultimately producing young men and women who will have an appreciation for all types of good music and in the end become responsible, positive, and highly productive members and leaders of society.

In order to assist band members and parents in understanding their areas of responsibility, the following information is offered. Becoming familiar with this policy will help each band member make the most of this opportunity to become a more productive citizen through an association with music.

It is firmly believed that the student should improve through daily practice. In the band program it is felt that when the student has lost the will to improve himself, he/she is wasting the time of the school, his/her fellow students, and the community. The most productive students are ones who are improving themselves through regular habits of daily practice and progress. The students must not only know right from wrong, but also must be able to stand for his/her principles. They must develop a high sense of purpose toward which they are willing to work. The band program will be conducted in a manner which will encourage all students to achieve these goals.

It must be remembered that **ACADEMIC PROGRESS IS FIRST AND FOREMOST** in the life of a Booker T. Washington High School Band member. *Each student must maintain a 2.0 GPA to participate in a marching band and or one of the concert band performances.*

The BTWHS Counseling Department works closely with the instrumental Music Department solving scheduling conflicts. With foresight and long range planning, problems with scheduling, in most cases, can be avoided.

PARENT INVOLVEMENT - WE NEED YOU!

Even if your time is limited (whose isn't), there are numerous ways in which you can make the BTWHS Band even better. Your talents and abilities are needed in areas such as:

- Concessions
- Banquet/Hospitality
- Chaperones/First Aid
- Communications
- Fundraising
- Equipment
- Uniform
- Corporate Sponsorship
- Scholarships

And the list goes on. There are always plenty of projects to go around. The more you get involved, the more you get to see the benefits that your child enjoys as a part of the band. Don't wait to be asked – volunteer where you are needed.

BAND BOOSTERS MEETING

Everyone is welcome, so come out and participate whenever possible. Often the best way to avoid confusion and/or miscommunication is to be at the meetings, hear the facts and ask questions. The Booster Officers do a wonderful job and the meetings seldom last more than one hour. Remember, we can not address your concerns or hear your input if you are not present. We can't realize the full extend of the band program if we are not receiving accurate information. Together we can make it happen. As a added incentive, this year you will be given a \$5.00 credit toward your child's account for each booster meeting you attend. This amount will be credited to your next year's fees. Senior parents can apply the credit to the band trip or the end of the year banquet.

PARENT'S RESPONSIBILITY TO THE BAND

In order for the Band Program to reach heights, we need 100% parental involvement and participation. It is the responsibility of every parent and guardian to see that the policies outlined in the Handbook are followed. It is the responsibility of each parent or guardian to see that their child practices their instrument on a routine daily. It is the responsibility of each parent or guardian to support their child's band activities. The hands of your director are tied without the help of ALL parents and guardians, plus the band can't grow and reach new heights without this commitment and dedication.

FINANCIAL RESPONSIBILITY

Booker T. Washington High School has a very successful band program. In order to remain successful we must all invest our hard-earned time and money in our band program. Band fees help us cover expenses like uniform cleaning, instrument repair, the purchase of music, travel expenses, instructors, etc.

The 2011 – 2012 band fees have been set at \$280.00 per student. Instrument rental (ANY school owned instrument) fees are \$75.00. To make the process less painful we've set up a payment schedule, or you can feel free to pay the full amount all at once. Here are a few of your options?

1. Payment schedule:

*1st \$140 is due by June 13th – the 2nd Monday of Rookie Camp

*2nd \$140 is due by July 19th – the 1st Tuesday night rehearsal in July

2. Payment in full:

***Discount Available For Early Payment!** The "Early Cat Special!" If you can pay the full amount by June 13th we'll take \$30 off your total, leaving your band fees at \$250 for the year. Instrument rental will remain \$75.

All fees must be paid in full to be eligible to participate. Any student whose fees have not been paid in full (or alternate payment arrangements made) by August 1, 2011 will not be allowed to participate in full band camp or any other activities outside of class time (i.e., football games, competitions, parades, parties, trips, etc.). The list of band members delinquent in payment of their fees is submitted to the school administrator for collection, which will prevent the student's participation in other school activities (prom, graduation, etc.) until full payment is made.

If alternate payment arrangements need to be made, please contact the Band Booster Executive Board via our website www.theplayingcats.com. We are happy to work with you! Any payment arrangements

made must be completed successfully during the year, or your student will become ineligible to participate in band activities. Students and parents are offered many fundraisers and opportunities to raise money (concession stand, stadium clean-up, etc.) to apply toward these fees. All fees must be fully paid off before students can make payments toward or attend any trips or other activities.

We are offering a new incentive for parents that attend our Booster meetings! Every booster meeting you attend this year will deduct \$5 off next year's band fees! If your student is a senior, we will apply the discount to your student's band trip or band banquet ticket.

Once full band camp begins August 1, 2011 ALL band fees will be non-refundable and non-transferrable.

SUPPORT YOUR BAND/CHILDREN

Come to our games and support the Marching Band whether you are an "official" chaperone or not. By having parents at the game, it shows our love and support of our Band and football team.

FUNDRAISERS

Several fundraisers will be provided for the students to assist in the payment of their cost for trips.

Prior to each fundraiser, students and parents will be informed as to what percentage the students can earn toward their trip account for future use. Each student is expected to participate. The band program will receive a profit from these fundraisers (how much depends on the company).

Your student's account will be kept throughout the time he/she is enrolled in the band program at BTWHS. The account, however, is not a savings account and funds may not be withdrawn for any reason.

If a student drops out of the band program, the remaining amount in their account will be forfeited to the Band Boosters and will be used to help fund the budget of the association.

All fundraisers are designed to assist the band program beyond the band fees which should take care of the band's operating expenses.

Therefore, 100 percent participation is required from each student. Non-participation could result in not being eligible for trips or performances!!!

*NOTE: There will be fundraisers that will be specific for the General Band to assist in special projects, scholarships, new instrument purchases, etc. **Each student will be expected to participate.***

Should students have remaining funds in their trip account and have an outstanding balance, their outstanding balances will be credited before any refunded amounts are returned to the student. **When the band is planning or scheduling for trips (any type), all trip-deposits are non-refundable!**

BAND BOOSTERS

NAME

The name of the organization is the Booker T. Washington High School Band Boosters.

PURPOSE AND OBJECTIVE

- A. The purpose of the band booster association is to provide support to the students and directors in all aspects of the band program.
- B. The goals of the band booster association are:
 - 1. To assist the directors in maintaining an enthusiastic interest in band by the student and the community.
 - 2. To cooperate with those in charge of the instrumental music program so that the band can be kept at the highest level of quality.
 - 3. To assist in the purchase of music and equipment not regularly provided by the school budget.
 - 4. To aid in chaperoning on band trips, games, performances, etc.
 - 5. To assist the directors in planning and implementing band activities (i.e., trips, concerts, parades, festivals, etc.)
 - 6. To assist the directors in issuing band uniforms.

MEMBERSHIP

Active Membership

- A. Membership in the band booster association is open to any person in the school community who is interested in developing and maintaining an active, quality band program at BTWHS.
- B. Active membership in the BTWHS Band Booster Association shall entitle the member to:
 - 1. Right to vote on all association matters
 - 2. Hold office in accordance with the constitution and by-laws of the association.
 - 3. Attend and participate in all meetings of the association.

BAND MEMBER'S RESPONSIBILITIES

- 1. Students participating in any band event must follow the behavioral guidelines set forth in the Student Handbook of BTWHS.
- 2. Be regular in attendance. Each band member must account for all absences in writing to their section leaders.
- 3. Make an effort to learn and improve daily.
- 4. Become responsible for and expect to assume consequences for all actions.
- 5. Be personally clean, neat and dress appropriately.
- 6. Show proper respect for those in charge (director, chaperones, student leaders, etc.)
- 7. Follow all classroom rules, school regulations and all travel instructions issued for trips.

8. Be honest and fair in dealing with others.
9. Cooperate with fellow members and share with them the responsibilities and privileges that are part of the band program.

Some examples are (but not limited to):
 - a) Assisting each other with performances
 - b) Assisting with transporting equipment to and from the band room for performances
 - c) Keeping band area neat and clean
 - d) Assisting with phone committee and any other band related function
10. Read and play music with insight and expression.
11. Continue to improve your knowledge and understanding of music theory, harmony and history. Continue to develop good listening skills.
12. Keep instrument in good playing condition at all times. The student is responsible for all repairs of rental instruments that is not due to normal wear and tear.
13. Keep band uniform clean and in good condition for each performance and between performances. Students may be charged for the replacement of uniforms damaged due to neglect.
14. Return uniforms and all school owned instruments at the end of the school year.
15. Students are **expected to do his/her part** in all fundraising projects undertaken by the band.
16. Students are expected to be in full uniform for all performances.
17. Students **may not** participate in any performance **unless** they are in school at least one-half of the day on the day of the performance.
18. Students **MUST MAINTAIN** a minimum 2.0 average in order to participate in band performances, trips, and other band related activities.
19. Band members who are in good academic standing may volunteer to tutor fellow band members with academic difficulties for volunteer service hours. Let our motto be **“NO BAND MEMBER LEFT BEHIND”**.
20. While in uniform, behavior should be representative of BTWHS Band standards.
21. The use of tobacco, drugs, or alcohol is **STRICTLY** prohibited at all times by any student in the BTWHS Band.
22. Students will not exhibit any PDA’s (public displays of affection) in an inappropriate manner.

23. Foul language, profanity, obscene gestures are considered unacceptable behavior.
24. Food, drinks, gum or candy is not permitted in any BTWHS band rehearsal or performance unless issued and approved by the band director.
25. Students who choose to be a part of the BTWHS band will assume responsibility for all uniforms and equipment issued to them.
26. The parents/guardians, along with the student, should understand that **ALL** performances **MUST** be attended unless the director has been notified ahead of time and presented with a **VALID** reason for the absence. (Reasons made valid by the director's discretion.)
27. The BTWHS band member will be a **MOST ENTHUSIASTIC SUPPORTER** of the bands from other schools.
28. Individual practice is necessary to succeed. "You get back, in direct proportion, exactly what you put in."
29. Cell phones, two-way pagers, or any other communication devices are **STRICTLY** prohibited during any band rehearsal or band performance. Devices will be confiscated if used during this time.

CONDUCT/DISCIPLINE

Members of the band program are expected to behave and conduct themselves as ladies and gentlemen at all times. Courtesy and good manners are to be extended to each other as well as chaperones, guests, and anyone else encountered whether adult or student. Good citizenship is also a must, as in the case of disposing of litter properly, keeping the buses clean, and taking care of the band room.

Any band member, who exhibits anything less than exemplary behavior or conduct, especially while in uniform and/or at a public performance, will be disciplined accordingly, with exclusion from the band being a first line of consequences, however, the Code of Conduct according to Escambia County School District is in effect whenever the band member is at **ANY** band function or while under the supervision of a chaperone.

Students who are repeatedly disciplined by school authorities for violations of school policies are a liability to the program and will be subject to dismissal. If a student is dismissed from the band program, he or she will forfeit all fees paid to the BTWHS Band. If a student disassociates himself from the program he/she relinquishes all rights to a refund paid on his/her behalf. **Monies earned by way of fundraisers will not be refunded under any circumstances.**

Students who consistently display superior behavior will be considered first for placement on the field for performances, which includes out of town trips and special performances.

DISCIPLINE POLICY

Any student found in violation of use of profanity, disrespect to other band members, rude behavior, refusal to follow instructions, misuse of band equipment, misuse of band uniform, or any other offenses of that magnitude, will be subject to disciplinary actions such as, but not limited to, fines, parent and/or student conference, work detail, discipline referrals and dismissal

ATTENDANCE POLICY

It should be understood by students and parents alike that attendance at each rehearsal and/or performance is mandatory. However, there are times when attendance is impossible. In that case, please adhere to the following principles:

Excuses for absences include personal illness and/or death in the family. If you feel that your absence is excused and NOT covered by the above, please confer with the director. The director will make a judgment as to the validity of the excuse. Written excuses are required for absences and tardiness immediately upon return to band rehearsal. Unexcused absenteeism may result in suspension (or possible expulsion) from the band program.

If a student is to be tardy to rehearsal, performance, or trip, a telephone call should be made to the band office to let them know that the student is to be late. Upon arrival, go immediately to the director or assistant director and present a written statement, which explains the reason for the tardy. (If the rehearsal is outside, go immediately to the rehearsal **with instrument and equipment.**)

Any student that does not attend the final rehearsal, usually the day before the performance, for any reason, will not perform. For example: if a student is absent from Thursday's practice, he/she will not perform halftime at Friday's game. It is the discretion of the band staff to consider probation for multiple performances.

PLEASE NOTE:

Students under suspension cannot participate in rehearsals.

REHEARSAL SCHEDULE

After school rehearsals are on Tuesday and Thursday from 3:30 p.m. – 5:45 p.m. and on Wednesday from 3:30 p.m. – 5:15 p.m.

There will be **NO** excused tardiness to band rehearsal.

Anyone who leaves early from practice will be counted as tardy.

Any school or teacher discipline (detention or suspension) are considered to be UNEXCUSED. Band students are expected to show exemplary conduct at all times (DON'T GET IN TROUBLE).

Band is a performance oriented activity. Therefore any performance or rehearsal missed takes away from the final product.

PARENT PICKUP

State law dictates that our responsibility to supervise the students ends 30 minutes after the end of a game. Please make it a priority to be on time picking up your children at the end of games and other activities.

AWAY GAMES

All of these procedures apply for away games, although the times and specific things happen will be different. You will get a handout for each away game and contest with a schedule and any adjustments to the procedures for the event. If an issue is not covered in the handout, it will be done the same way as a home game. **EVERYONE MUST RIDE THE BUS HOME** – don't ask to be picked up by friends or family at an away game or contest.

USE OF THE BAND ROOM PHONE IS RESTRICTED TO EMERGENCIES – IF YOU NEED TO CALL FOR A RIDE, BORROW SOMEONE'S CELL PHONE. STUDENTS ARE NOT ALLOWED IN THE BAND OFFICE.