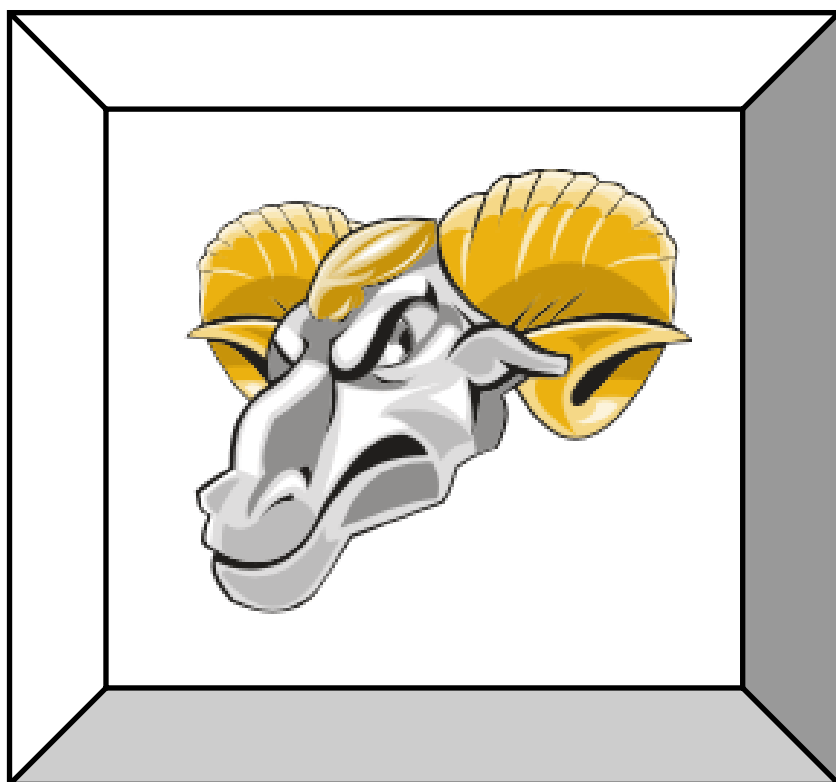


HIGHLANDS HIGH SCHOOL



2022-2023 BAND SYLLABUS AND POLICY MANUAL

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Dear Parents/Guardians and Students,

Welcome to the Highlands High School Band Program! It is my great pleasure to work with each of you as we learn, grow and share in the wonderful musical experience this program has to offer. The following information is designed to help guide you through our classes and hopefully answer any questions you may have along the way. Throughout my career in education, I have spent many hours drafting and revising “Band Handbooks” with myriads of elegant rules spelling out each and every issue that could possibly come up. Unfortunately, things always arise that are never quite exactly as stated in the handbook, oftentimes leading to the pursuit by some to find and create loopholes!

While our world has become increasingly complicated, I do strive to operate under a much simpler system – the Golden Rule. Nothing and no one is ever perfect. But this one rule, along with a modicum of logic, seem to cover most anything that we’ll need to address. If your child is having trouble in my class please contact me. I want them to do well and to enjoy their educational experience. If your child is making trouble in my class, I will contact you so we can work together to help them. Your participation in the band is welcome, and I am always here to do the best I can for you and our program at large.

Sincerely,

- Mr. B.

PURPOSE:

The purpose of the HIGHLANDS HIGH SCHOOL BAND PROGRAM shall be to:

1. Develop and maintain excellence as musicians, performers, and student leaders.
2. Represent the Highlands School District and Music Department at Football Games, Festivals, Parades, Concerts and other community functions.
3. Meet/exceed the state and nationally adopted academic standards for music and performance both in and out of the classroom.
4. Demonstrate to educational authorities the academic value of training and experience gained through music as an important and beneficial component of public education.
5. Build strong relationships and lasting memories within this organization through hard work, dedication, positive attitudes, teamwork, and the enjoyment of music.

CONTACT INFORMATION:

Band Director:

Mr. Matthew Beresik
Highlands High School
1500 Pacific Avenue
Natrona Heights, PA 15065
(724) 226-1000 x4175
mberesik@goldenrams.com

Assistant Director:

Mr. Lee Lynn
Highlands Middle School
1350 Broadview Blvd.
Natrona Heights, PA 15065
(724) 226-0600 x3174
llynn@goldenrams.com

Bandfront Sponsor:

Mrs. Kristan Ferrante
1107 Cleveland Avenue
Brackenridge, PA 15014
(724) 226-3717
kferrante@goldenrams.com

Band Boosters:

Mrs. Kathleen Ransom, President
1510 Carlisle Street
Natrona Heights, PA 15065
(412) 496-9116
hsdbandboosters@gmail.com

OTHER WAYS TO STAY INFORMED

BOOSTER WEBPAGE:

<http://hvbb.weebly.com>
<http://www.schoolology.com/>

MR. B'S TEACHER WEBPAGE:

<http://www.goldenrams.com//Domain/172>

REMIND101:

<https://www.remind.com/>

* Text the following codes to address: **81010** to receive alerts and reminders,
or join the following Class names on the Remind app. *

Students:

Class Name = HHSBand22-23, Class Code = HHSBandR4L
Text **@hhsbandr4l** to **81010**

Parents/Guardians:

Class Name = HVBB22-23, Class Code = @HVBB22-23
Text **@hvbb22-23** to **81010**

ALL Events, Rehearsals, etc. are posted on the Band Room Wall Calendar, Google Calendar, the "Reminder Wall" outside of Mr. B's office, and are regularly announced in class.

IT IS YOUR RESPONSIBILITY TO KEEP YOURSELF INFORMED.

COURSE DESCRIPTIONS & PREREQUISITES:

BAND: (1 Credit) Prerequisites – Previous participation in the band and Director’s Approval. Band is a curricular study of instrumental repertoire from varied eras and genres. Required performances include football games, marching band festivals, community parades (i.e. Winter & Memorial Day), school events, pep rallies, Music Performance Assessments (adjudications), and concerts (fall, winter and spring), and Commencement. Members of the band will study units in both the Marching and Concert Band settings (year-long course) and are required to attend all summer (Band Camp) and after-school rehearsals throughout the year. All Students are also required to attend lessons as scheduled by the Band Director. This is a 6 day/rotation, or 5 day/week class. Enrollment in fewer days is only granted for direct course conflicts, NOT for study halls. NO extra-curricular membership is granted. Students will not be permitted to drop once summer Band Camp begins. (Grades 9-12)

HONORS BAND: (1 Credit) Prerequisites – Audition and Director’s Approval. (Weighted 1.05 Course Level C 100 Point Scale) This course (scheduled concurrently with Band Class) provides an opportunity for accelerated students to broaden their music education while earning weighted credit for supplemental work. ALL prerequisites and course requirements for Band Class will apply to Honors Band. Students must be enrolled 6 days/rotation to fully benefit from any additional weight/credit. Coursework includes, but is not limited to auditioning for Alle-Kiski Honors Band and PMEA Honors Band; research projects based on the students' primary instruments, composers and performers; attendance at "outside" concerts, playing assessments, peer teaching (MS/Elem) and a student recital. Students will not be permitted to drop once summer Band Camp begins. (Grades 9-12)

BANDFRONT: (0.25 Credit, Period 9) Prerequisites – Audition and Director’s Approval. *This course is intended for members who have met the audition requirements for the band-front squads (Drill Team, Colorguard, Honorguard), AND do NOT know how to play an instrument.* In order to maintain balanced enrollment between the marching and concert band ensembles, students currently enrolled in band (play an instrument), and pass the Band Front audition, are required to schedule Band Class. Students who pass the audition and do not know how to play an instrument are to schedule Bandfront Class. Students must meet all year-long marching requirements as stated for the “Band” class. Required performances include football games, marching band festivals, community parades (i.e. Winter & Memorial Day), school events and pep rallies. Students are also required to attend all summer (Band Camp) and after-school rehearsals throughout the year. Fundamentals of choreography, prop usage and marching are the key components of study and student performance. NO extra-curricular / non-graded membership is granted. Students will not be permitted to drop once summer Band Camp begins. (Grades 9-12)

JAZZ ENSEMBLE: (1 Credit) Prerequisites – Enrollment in Band Class (for traditional band instruments), Audition and Director’s approval. This course is designed around the study of jazz history, scales (blues and various other modes), theory, jazz band and jazz combo literature, and improvisation. All instrumental sections will be limited in a manner yielding a full and balanced ensemble. Auditions may be required to fill limited positions, with preference to students currently enrolled in Band Class. Students are required to perform at all scheduled concerts and festivals. In addition to class time, attendance is also required at all before / after school rehearsals as scheduled by the Director. Students are permitted to enroll in both Jazz Ensemble and Stage Band if they meet the prerequisites and have room in their schedule. (Grades 9-12)

STAGE BAND: (1 Credit, Period 9/Homeroom) Prerequisites – Enrollment in Band Class (for traditional band instruments), Audition and Director’s approval. This course is designed around the study of jazz history, scales (blues and various other modes), theory, big band literature and improvisation. All instrumental sections will be limited in a manner yielding a full and balanced ensemble. Auditions may be required to fill limited positions, with preference to students currently enrolled in Band Class. Ensemble may also be split into two groups, pending enrollment and auditions. Students are required to perform at all scheduled concerts and festivals. In addition to class time, attendance is also required at all after school rehearsals as scheduled by the Director. Students are permitted to enroll in both Stage Band and Jazz Ensemble if they meet the prerequisites and have room in their schedule. (Grades 9-12)

MUSIC THEORY I: (1 Credit) Prerequisite – Director’s Approval. This course will involve a study of the mechanics of music, key signatures, scales, intervals and chords in written and aural form. This course helps to prepare future music majors or minors for college level theory courses, and also services music enthusiasts who would like to know more about musical form. Students must have prior knowledge of music and be able to demonstrate musical literacy through instrumental or vocal performance, or ensemble participation. Current enrollment in choir or band is encouraged. Students must be able to apply the skills learned here via an instrument or voice. Basic piano skills are a plus. (Grades 9-12)

HONORS MUSIC THEORY II: (1 Credit) Prerequisites - Successful completion of Music Theory I and Director’s Approval. (Weighted 1.05 Course Level C 100 Point Scale) This course is designed to expand upon the fundamental skills of Theory & Harmony I, taking students to a deeper understanding of musical form and structure. Honors Music Theory II offers an emphasis on aural training, solfeggio, and application. Students will explore arranging and composition based on standard and current literature, with projects involving performance of student work. Basic piano keyboarding is incorporated into many elements of this course. (Grades 10-12)

MUSIC RECORDING & PRODUCTION: (1 Credit) Prerequisite – Instructor’s Approval. This course includes the study of the physics of sound, signal flow, stereo systems, multi-track recording, digital synthesizers, sequencers, computers, and Musical Instrumental Digital Interface (MIDI). M.R.P utilizes digital audio workstations (DAW), various software programs – including GarageBand, ProTools and Soundtrap, as well as studio & field recording equipment. Prior to this course, students must have a strong and applied understanding of basic music theory (rhythm, melody, harmony & form). Electronically produced sound (loops, beats, etc.) and recordings will be used as a medium for creating and performing musical projects and compositions. Attendance at school performances outside of class may be required, as scheduled by the instructor.

GENERAL UNITS OF STUDY FOR ALL ENSEMBLES:

- Marching Fundamentals
- Executive Skills
- Tone Quality & Production
- Balance & Blend
- Scales & Key Signatures
- Individual & Ensemble Performance
- Warm-Up Exercises
- Expressive Performance
- Notation/Terms/Symbols
- Dynamics
- Listening & Aural Production
- History & Context of Repertoire
- Physical Mechanics
- Intonation
- Rhythm & Meter
- Articulation
- Sight-reading
- Practice/Rehearsal Techniques

The above list is an overview. More detailed information will be covered in class, and as per each particular ensemble.

CLASS RULES & EXPECTATIONS:

As members of the Highlands High School Instrumental Music Program, we will...

- o Treat each other and ourselves with dignity and respect.
- o Be on time and prepared.
- o Be attentive and active participants.
- o Take responsibility for our own thoughts, words and actions.
- o Refrain from the use of cell phones and all other electronic devices as instructed.
- o Be mindful of district and personal property.
- o Demonstrate pride in our education, practice and performance.

RAMS 4 LIFE... Respectful Accountable Motivated Safe

REHEARSALS & PERFORMANCES:

- Rehearsals are typically scheduled for Tuesday evenings (6-9pm) and Thursdays afterschool (2:30-4:30pm) throughout the school year. Adjustments to this routine will be posted on the GoogleCalendar and announced as necessary. Please remember that it is your responsibility to stay informed to adhere to the schedule. Reminders are also sent out on a regular basis via Remind101
- Dress rehearsals for Concert Band and Jazz performances typically take place 1-2 days prior to the event and are REQUIRED for ALL members. It is not acceptable to have less than 100% participation leading into a performance event.
- ALL scheduled rehearsals and performances are graded and required for their respective classes.
- Performances include (but are not limited to)...

Parades - Kennywood
Halloween
Homecoming
Christmas
Memorial Day

Concerts - Winter
Spring
Honors Recital
Adjudication Festivals
Goldcard Luncheons

Band Festivals - Alle-Kiski Valley (Marching & Jazz)
Mt. Lebanon High School

Football Games - All regular season games
All Play-Off Games

Other - Pie Night
Homecoming Rally/Bon-Fire
School Pep Rallies
Commencement
Band Trip
As scheduled by the Director

- Performances scheduled over holiday weekends (Thanksgiving, Memorial Day, etc.) are **required and graded**. In order to adequately represent our school, family activities and vacations must be scheduled around these events. If the school district and community expects the Band to be there, that includes all of us. Your cooperation is expected and appreciated. Students failing to attend Memorial Day weekend events and/or Commencement may not be permitted to attend Kennywood Day in August, in addition to the loss of credit for these scheduled events.

DISCIPLINE:

- Members must meet the same academic and disciplinary requirements as outlined for all school activities. Academic and disciplinary eligibility are required in order to participate in any extra-curricular / non-graded activities including, but not limited to the Band Trip.
- If a Band member is suspended for violating school policy, they will be suspended from performing as well, and will lose credit for that performance.
- Band members may be benched from performing for reasons including, but not limited to the following:
 - Not meeting performance standards as assessed in class/rehearsal.
 - Failure to participate in class or rehearsal. Excessive absences or tardiness.
 - Unethical or deceptive behavior. Violation of class or school discipline policy.
 - Consistently poor attitude and effort. Failure to adequately perform as instructed.
- Any member of the program may be dismissed from their position or the organization for failure to complete their responsibilities, insubordination, conduct unbecoming a leader of our organization, violation of school district policy, or other circumstances as determined by the Band Director and/or district administration.
- NO food or drink (INCLUDING GUM) is permitted in the rehearsal or classrooms, nor while in uniform unless otherwise instructed by the Band Director.

EQUIPMENT:

- Instruments, Props, etc. are expected to be kept in proper working order at ALL times, regardless of ownership (School Issued / Personal).
- Failure to care for School Property may result in disciplinary action by the school district (See HHS Handbook regarding vandalism).
- Students using School-Issued Equipment will be held responsible for the cost of the repair or replacement of items damaged due to negligence. This includes "ACCIDENTS".
- Equipment (including Music) is to be properly stored in its respective cases / cabinets in the Band and Storage Rooms. Each student is assigned a specific place for instruments, music, equipment, etc. You will put your things away properly. You are responsible for turning in everything that has been issued to you. Failure to do so may result in a school obligation, monetary penalty and loss of points.
- Lockers will be assigned to every instrumentalist. These are for Band Instruments and Equipment Only. All lockers are required to be secured with a District lock. Lost locks must be paid for by the student and will be turned in as an obligation to the school.

*** USE A PENCIL TO MARK YOUR MUSIC! ***

DRESS CODE:

- The High School Dress Code applies to all band functions (class, practices, performances, trips, etc.). Failure to adhere to the dress code will result in disciplinary action as per the building administration, as well as removal from band activities/functions and loss of credit.

YES – t-shirts, sleeveless t-shirts
"athletic" shoes
shorts ("finger tip length")

NO – tank tops, spaghetti straps, belly shirts
sandals, flip-flops, etc.
short-shorts, rolled shorts, etc.
visible undergarments, profane or offensive
language or graphics

MARCHING UNIFORMS:

- Jeans are NOT permitted under marching uniform pants (instrumentalists or fronts), ever!
- Hair is to be worn up under the band hats. Hair that is too long to be tucked under is to be neatly worn in a "bun" above the collar. Extreme/distracting hair colors are not permitted.
- ALL Uniforms are to be turned in when designated by the Band Boosters.
Dry-cleaning fees must be paid to the Boosters before a uniform will be issued to you.
- Students will be held monetarily responsible for the loss or damage of any and all issued district property (uniforms, equipment, etc.). Money owed to the district will be turned in as an obligation. If the funds are available, fees will be paid for out of your student account.
- Brown calf-length socks are required for Instrumentalists and Honor Guard.
- White ankle socks are required for Drill Team and Colorguard.
- Bandfront headpieces, hairstyles and make-up will be worn as instructed by the Bandfront Sponsor.
- All band shoes and laces must be kept clean and WHITE at all times!
- No earrings, visible piercings or jewelry, watches, or nail polish are permitted for any public performances.
- The Marching Band "Summer Uniform" consists of Khaki PANTS (Dickies – Ordered via Boosters), Gold Polos (tucked in), Band Shoes, Brown Socks and Belts (issued by Boosters). This will be worn for Kennywood, Pie Night, Memorial Day, as instructed by the Director
- Raincoats will be worn as instructed.
- RamPride T-Shirts (Instrumentalists) and White Short Sleeve T-Shirts (Bandfronts) will be worn under uniform jackets and tops at all times. Sleeveless shirts of any kind are not permitted.
- Uniforms will be worn while traveling as instructed by the Director. Changing will NOT take place on the band buses.
- Uniforms will be worn in the stands as instructed by the Director.

CONCERT BAND ATTIRE:

- Gentlemen will wear black socks and dress shoes and plain white t-shirts.
- Ladies will wear black dress shoes.
- ALL will wear formal Concert Uniforms as instructed (tuxedos, jackets, vests, ties, blouses, skirts, etc.).
- Commencement attire consists of khaki PANTS, white collared dress shirts/blouses, and dark dress shoes

JAZZ ENSEMBLE & STAGE BAND ATTIRE:

- Gentlemen and ladies will wear ALL BLACK dress clothes (i.e. pants, long skirts, dress shirts, blouses, dress shoes).
- All skirts must be knee-length or longer. Ladies shoulders are to be covered.
- Jackets and ties for gentlemen are not required but are encouraged.
- Formal Concert Uniforms will be worn as instructed.

BAND CAMP (ALL Practices are required):

- Percussion Camp – Drumline Only
 - July 25,
 - 6:00 – 9:00pm
- Band Camp Week I – ALL Members
 - July 26-28
 - 6:00-9:00pm
- Band Camp Week II – ALL Members
 - Aug 1, 8:00am – 8:00pm
 - Aug 2-4, 8:00am-5:00pm
- Band Camp Week III – All Members
 - Aug 8, 8:00am – 5:00pm
 - Aug 9, Noon-5pm + Pie Night
- Pie Night Rain Date – August 10 (Required Performance)
- **Kennywood Fall Fantasy Parade** (Required Performance) – August 11 after Group Photo (8:00am).
- Lunch (Aug 1-4 & 8) will be provided free of charge.
- Dinner (August 2) will be provided free of charge.
- Students are permitted to “brown bag” or have food delivered. However, all must remain on campus for the duration.
- Don’t forget your hats, sunglasses, sunscreen, tennis shoes, water bottles, etc.
- **Please arrange your vacations, doctor’s appointments, driver’s tests, etc. around this schedule.**
- **NOTE: Work IS NOT considered an excused absence.** You are students first, and employees second. Be proactive in letting your bosses know well in advance what your scheduled requirements are. As offered in the past, the staff is more than willing to explain to your employers the status of our activities as School Functions. **
- Camp time will only be split with other **school-sponsored activities** as long as time is **shared fairly and EQUALLY** with those activities. Please don’t ask to leave band early or come late in order to get somewhere else on time. THAT is not a fair compromise. The “sharing” has to happen on BOTH SIDES.

EXCUSED ABSENCES:

1. **Illness (with a written excuse)**
2. **Family Emergency**
3. **Death in the family**
4. **Religious / Holy Obligations**

Written documentation must be turned in to the Band Director IN ADVANCE to be kept on file.

If it's not 1, 2, 3 or 4 – it is NOT an excused absence. **Work is NEVER an excused absence.**

- Excuses must include the student's name, grade, parent / guardian's name, reason for absence (# 1, 2, 3 or 4), and contact information so that the absence can be verified. Failure to do so will constitute an UNEXCUSED absence.
- Students are NOT permitted to miss performances for athletic games, or other like events. Students will only be excused from rehearsals for these events. Dress Rehearsals for Concert Band, Jazz Ensemble and Stage Band are REQUIRED. We must have everyone present to rehearse together at least once before performances. Failure to attend dress rehearsals may result in dismissal from performance and loss of credit.
- Excused absences do NOT give you "automatic credit". They simply allow you the opportunity to make up the missed work. Students must still complete a make-up assignment in order to receive any credit for your excused absence. **Unexcused absences are automatic "zeros".**
- Notifying the Director of an absence does NOT mean the absence is excused.
- Desire or willingness to make up an absence does NOT mean the absence is excused.
- Make-up Assignments for excused absences will be determined by the director and will correspond to the particular activity or event that is missed. This will include, but not be limited to...
 - Individual performance of music and/or routines.
 - Practice logs.
 - Audio/Video Recordings of student skill demonstration.
 - Music Theory Exercises.
- Performances consist of each student's public demonstration of skill, as well as their contribution to the ensemble as a group. Please Note: It is impossible to fully replicate a group performance (interaction with, and contribution to the ensemble in a live setting). This performance component is required as per the Academic Standards for Music Education and our adopted course curriculum.
- Alternative make-up assignments (i.e. written work) for performances are only granted due to a student's physical inability to perform due to injury or medical condition. Long-term situations are dealt with on a case-by-case basis.
- It has always been permitted to share practice time between band and other HHS sponsored activities (sports, etc.). However, leaving Band early / coming late, in order to attend another activity is not a fair division of time unless a sacrifice of time from the conflicting activity occurs as well.
- When requesting an excused absence, please take into consideration the number of daily/weekly practices and games many sports require in comparison to our limited after school practice & performance schedule – especially for Concert Band. Excused absences from rehearsals will be handled as noted above (See "Make-up Assignments").
- It is the students' responsibility to contact the Director regarding an excused absence in order to make up any necessary work in a timely manner. **Make-up assignments for excused absences must be completed within 2 weeks of the absence and/or before the end of the current marking period – whichever comes first.**
- **WORK IS NEVER AN EXCUSED ABSENCE!**

HIGHLANDS VARSITY MARCHING BAND

COVID-19 HEALTH/SAFETY PLAN (For Reference)

The Highlands Varsity Marching Band Program (Staff, Students & Boosters) will adhere to the following procedures, as approved by the Highlands School District Administration and Board of Directors.

Social Distancing and Proximity Concerns

- Staff will mark individual student placements in/on all rehearsal venues to encourage 6 foot social distancing. All students will have an assigned spot in their warm-up, parade block and field formations.
- Staff will encourage students to engage in individual skill work at home. Access to recordings of music, drill and choreography will be provided for individual practice.
- Staff will assign students to smaller groups when practicing together (ex. By instrument section, squad, etc.). This process will be utilized when any indoor rehearsal is necessary and appropriate social distancing for larger groups is not possible.
- Rehearsals should take place outdoors when possible. Rehearsals may occur indoors as long as a minimum of 6 feet between each individual can be achieved.
- Full ensemble rehearsals on the practice field will be carefully designed and executed with social distancing practices in mind. Drill formations will maintain a minimum of a “4 step” interval (7.5 feet).
- Appropriate social distancing will be employed during all performances (ie. All field drill/formations, while seated or playing stand cheers in the bleachers at football games, etc.).
- Per Highlands Administration Directive, there will be no participation in large group / public performances during the Fall Semester (ie. Community Parades, Pie Night, Winter Concerts, etc.).
- Students will wait in their vehicles until practice/performances are ready to start. Carpools will be discouraged.
- Practices will be held outside when weather and field availability allows.
- District assistance is requested with the rental of a large tent to be used on the lawn adjacent F-Wing and the Varsity Marching Band’s practice field (back parking lot) to provide appropriate social distancing for all activities hindered by poor weather.

Equipment/Personal Items

- Students will provide or be assigned his/her own (not shared) equipment. He/she will be required to individually mark his/her equipment in a specific manner AND to be responsible for the safe use, storage and placement of this equipment at all times. When at all possible, students will load, unload or otherwise transport their own items.
- Proper disinfection procedures (as per the National Association for Music Education), specific to various types of instruments & equipment will be shared with students & families. These procedures will be followed for all school-supplied instruments & equipment on campus.
- All students who are able to manage their own instruments or equipment by bringing them to and from rehearsals or performances, must do so. Members of the drumline and low brass sections are the only exception to this guideline.
- Students may be required to keep assigned uniforms and accessories at home.
- For events requiring uniforms, all students may be instructed to arrive and depart in uniform. This can help alleviate challenges with facilities for changing in and out of uniform while on school premises.
- Students will keep all personal items in a bag with his/her named marked across the top of the bag. Students will not be permitted to share any personal items. Individual bags will be placed in students’ assigned Band Room lockers, or in an assigned space inside/outside the building to maintain proper social distancing during all breaks and times outside of rehearsal/performance.
- All Brass players are asked to bring a small (kitchen) towel, rag, “puppy pad”, etc. to be used when emptying spit valves during all indoor rehearsals. These items are to be taken home for laundering or replacement each day.

Hydration and Food

- Students will be required to bring his/her own water in a clearly marked bottle(s). Students will not be permitted to share drinks. Large water coolers/igloos will not be used for practices or performances until deemed safe to do so by all governing bodies involved.
- Snacks will only be provided if available in a pre-packaged format. Food will be distributed via adults wearing proper PPE. Students will not be permitted to share snacks. If/when the above practices are not possible, students will be instructed to provide their own food/snacks for any rehearsals & performances.
- Meals typically provided by the district during camp will be done so in accordance with all policies & procedures outlined by Mr. Prichard, the Food Service Department and district leadership.

Nonessential Visitors/Spectators

- Staff will permit no visitors or spectators at practices or performances unless approved by Highlands Administration.
- Volunteers/Boosters (having provided approved Clearances) will only be permitted to attend rehearsals or performances to assist with duties normally & specifically delegated to said individuals (ie. Chaperoning, Medical Assistance, Uniform Fittings, Equipment, Food Distribution, Fundraising, etc.). All adults present will be required to wear proper PPE as per current CDC and district guidelines.
- Staff will not permit students to have close contact with spectators/fans at any time.

Event Travel

- Travel to away football games or performances will only occur when allowed by both the Highlands Administration AND the host district/venue, and in accordance with all current governing policies/mandates.
- Staff will assign seats on the bus with one student and his/her bag per seat.
- Budgetary constraints impacting additional buses to maintain appropriate social distancing must be addressed prior to any travel outside of the district.
- Staff, students and chaperones will be required to wear masks on the bus (unless unable to do so due to medical condition or other such approved circumstance).

Symptomatic Restrictions

- Staff will require anyone (staff, student or volunteer) to stay home if he/she is feeling sick. When an individual returns, he/she must have a note from a physician stating he/she is cleared to participate. Any physical restrictions must be clearly communicated in the physician's note.
- Staff will require anyone (staff, student or volunteer) to stay home if he/she tests positive for COVID-19. Staff will notify the district of all incidences. Individuals will be permitted to return to Band when the school district permits. When an individual returns, he/she must have a note from a physician stating he/she is cleared to participate. Any physical restrictions must be clearly communicated in the physician's note.
- Staff will require anyone (staff, student or volunteer) to go home from a practice or performance if he/she exhibits symptoms of COVID-19. A parent/guardian will be called AND the school district will be notified of all incidences. Individuals will be permitted to return to Band when the school district permits. When an individual returns, he/she must have a note from a physician stating he/she is cleared to participate. Any physical restrictions must be clearly communicated in the physician's note.
- Staff will require anyone (staff, student or volunteer) to stay at home if he/she has been in close contact with someone who has tested positive for COVID-19. The school district will be notified of all incidences. Individuals will be permitted to return to Band when the school district permits.
- All of the above will be communicated in advance of the regular season.

Covid-19 Symptoms, Temperature Checks & Pre-Event Checks

- Cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- Loss of taste or smell
- Diarrhea
- Feeling feverish or a measured temperature greater than or equal 100.4 degrees F.
- Known close contact with a person who is lab-confirmed to have Covid-19
- Anyone exhibiting the above symptoms, or in contact with the above symptoms should stay home and contact their physician immediately.
- Parents/guardians are expected to check student temperatures and symptoms daily and prior to students leaving home for any band activities.
- Staff can arrive early to practices/performances to do temperature checks on any persons unable to do so on their own.
- Anyone with a temperature above 100.4 degrees F will not be allowed to enter any facilities and will be sent home. Parents/guardians will be called and the school district will be notified of all incidences.

- Individuals will be permitted to return to Band when the school district permits. Upon return, he/she must have a note from a physician stating he/she is cleared to participate. Any physical restrictions must be clearly communicated in the physician's note. All of the above will be communicated prior to the start of the regular season.

Hand Hygiene and Respiratory Etiquette

- Staff, students & volunteers will be instructed, and are expected to routinely wash their hands for 20 seconds, with proper soap. Hand sanitizer (at least 60% alcohol) should be used, upon arrival and leaving, and when bathrooms with proper soap and paper towels is not available.
- Staff, students and any volunteers will be encouraged to sneeze/cough into their elbows, to immediately throw away any used tissues in a designated garbage can, then immediately wash their hands.
- All students are encouraged to bring/supplement with their own hand sanitizer.

Face Coverings

- Staff, students & volunteers will wear face coverings as per all current mandates.
- Face coverings will be utilized when unable to maintain social distancing (ie. transitions, breaks, non-performance activities, buses, etc.).

Procedures and Communication

- Staff will maintain accurate attendance rosters and groupings for use in possible contact tracing if needed.
- Staff will post health and safety information contained in this plan on the Band's Google Classroom, Booster Webpage, and announced via REMIND. In addition, this information will be made a part of our 2020-2021 course syllabus/handbook and contract.
- Any modifications to this plan will be conducted to align with all current mandates/orders. Updated information will be submitted to district administration for approval and communicated to students/families via the above noted platforms.

GRADING:

- **Assessment Philosophy** - The learning process that takes place in music class is uniquely and inherently designed to tap into the students' varied and diverse skills sets. Students will utilize elements of mathematics, physics, sociology, reading & comprehension, physical application & exertion, history, critical thinking & response, cooperative learning, and artistic interpretation on a daily basis. Performances exist as the culminating experience in the instrumental program whereby students demonstrate mastery of the skill sets taught, learned and practiced in rehearsal. Each student should be challenged to achieve his or her full potential. Growth as an individual musician and member of the ensemble is encouraged and expected. Each member is valued for the unique dimension that they bring to our community of musicians. With this in mind, all students will be assessed based on what and how they contribute to their educational experience, as well as what they know, understand and can do. The curriculum and grading policies for all ensemble and music classes are aligned with the state and national standards for music education.
- **Attendance** - Bands are ensemble experiences. Missing a rehearsal negatively impacts the group dynamic. Therefore, attendance is expected at all rehearsals, including afterschool and evening rehearsals. It is not enough to simply "know your part". Fitting your piece into the puzzle is just as important. Consequently, excused absences must be limited to illness, emergency, and otherwise unavoidable conflicts (dealt with on a case-by-case basis). Deductions will be taken for tardiness and unexcused absences.
- **Preparedness** - Students should come to class and rehearsals with all the necessary equipment and materials, i.e. instrument in good working order, music, pencil, valve/slide oil, drum sticks, reeds, etc.; an open mind and a serious musical attitude toward learning. Deductions will be taken for lack of preparation.
- **Effort & Participation** - Students should be in their assigned seats on time and ready to perform. Correct posture is an accurate indication of engagement in the learning activity. Deductions will be taken for lack of engagement with the ensemble, poor attitude, etc. We want to develop students as leaders and contributors to the group – each in their own unique way. Success begets enjoyment. A positive, hardworking, creative, relevant and enjoyable atmosphere is what we want every time we meet.
- **Improvement/Growth** - Students are expected to demonstrate ongoing growth and advancement as a musician and member of the ensemble. It's not enough to simply show up and play. Taking "bad days" into consideration, students must meet individual and ensemble goals for improvement, tailored to their ability and potential.
- **Performance Assessment** - Students will perform as an ensemble, by stand(s), by section, in small groups and as individuals. Assessments will be based on the student's ability to demonstrate mastery of relevant executive skills (as per instrument, squad, etc.), perform sight-reading, rhythms, dynamics, intonation, notes, and tempo accurately and with a good tone quality. Participation in ensemble performances/concerts is the culminating demonstration of skill mastery. Individual skill demonstration and ensemble contribution in live performance are key components to public performance assessments. These performances are considered exam grades for class.
- **Assignments & Exams** - Students may be asked to periodically submit individual recordings for assessment. A self-assessment may accompany recordings. Writing assignments and reflections will be assigned on pertinent topics including performance evaluation, current events in music, music theory, etc. Deductions will be taken for late submissions and work not meeting the grade-level standard.
- **Band Lessons** - are a regular and expected part of each student's weekly routine. Everyone is required to complete the minimum number of lessons as assigned. Students are grouped with "like" instruments. Schedules are posted in advance. Make-up lessons will be offered during the scheduled rotation, after school and by appointment. Students who are unable to attend a scheduled lesson or make-up during a given week are permitted to submit hand-written notification of private lesson attendance for that week by their private lesson teacher, or an at-home practice log as instructed by the director. There is a limit to the number of alternative lesson credits accepted each marking period.
- **YOU CANNOT MAKE-UP WORK FROM PREVIOUS MARKING PERIODS.**

The following rubrics provide class expectations in greater detail....

Rehearsal Rubric

Superior	Excellent	Good	Fair	Poor	Detrimental
<p>Student has all required materials and is resourceful in assisting others in need.</p> <p>Is always on time for attendance at every rehearsal;</p> <p>Fully participates in every aspect of rehearsal;</p> <p>Demonstrates initiative in addressing issues in rehearsal and assisting in peers;</p> <p>Is reliable and self-disciplined;</p> <p>Cares for materials and equipment;</p> <p>Consistently demonstrates appropriate rehearsal etiquette.</p>	<p>Student has all required materials for rehearsal.</p> <p>Is consistently on time for attendance at every rehearsal;</p> <p>Participates in most aspects of rehearsal;</p> <p>Demonstrates willingness to address issues in rehearsal and assist peers;</p> <p>Is reliable and disciplined with occasional guidance;</p> <p>Cares for materials and equipment most of the time;</p> <p>Most often demonstrates appropriate rehearsal etiquette.</p>	<p>Student has most of the required materials for rehearsal;</p> <p>Is on time for attendance with occasional tardiness and/or absences.</p> <p>Is open to addressing issues in rehearsal and guidance from director or peers;</p> <p>Is reliable most of the time;</p> <p>Demonstrates occasional lack of care for materials and equipment;</p> <p>Demonstrates occasionally inappropriate rehearsal etiquette.</p>	<p>Student regularly forgets or misplaces required materials for rehearsal;</p> <p>Is regularly tardy and/or absent from rehearsals.</p> <p>Is occasionally resistant to constructive criticism, guidance and assistance from director or peers;</p> <p>Is unreliable most of the time;</p> <p>Demonstrates regular lack of care for materials and equipment;</p> <p>Regularly demonstrates inappropriate rehearsal etiquette.</p>	<p>Student consistently forgets or misplaces materials for required for rehearsal;</p> <p>Is consistently tardy and absent from rehearsal;</p> <p>Is resistant to any guidance; constructive criticism or assistance from director or peers;</p> <p>Is consistently unreliable;</p> <p>Demonstrates consistent lack of care for materials and equipment;</p> <p>Consistently demonstrates inappropriate rehearsal etiquette.</p>	<p>Student is absent from rehearsal (unexcused) or is otherwise totally unprepared, or chooses not to participate in any way.</p> <p>Student actively resists guidance and instruction to the point of hindering the rehearsal process;</p> <p>Is never reliable;</p> <p>Demonstrates destructive behavior toward materials; equipment and peers;</p> <p>Behavior inhibits safe and constructive learning environment.</p>

Improvement/Growth Rubric

Superior	Excellent	Good	Fair	Poor	Detrimental
<p>Student demonstrates consistent and noticeable improvement in applicable skill sets;</p> <p>Student is progressing at or above the rate of the ensemble;</p> <p>Student seeks creative and alternative means for improvement (including private instruction);</p> <p>Student both actively & passively improves his/her section and ensemble through their individual efforts;</p> <p>Individual practice is evident & quantifiable, exceeding expectations.</p>	<p>Student demonstrates progress and responds to motivation;</p> <p>Applicable skill sets are developing adequately/ appropriately;</p> <p>Student seeks help in setting goals for improvement;</p> <p>Section and ensemble indirectly improve as a result of student's individual efforts;</p> <p>Individual practice is evident and quantifiable, meeting expectations.</p>	<p>Student shows little progress or response to motivation;</p> <p>Development of applicable skills sets is extremely slow or below potential;</p> <p>Improvement is inconsistent and may occasionally prove beneficial to the student's section and ensemble;</p> <p>Individual practice is noticeable, but inconsistent and not up to expectations.</p>	<p>Student lacks sincere effort;</p> <p>Development of applicable skill sets is inconsistent and limited by a lack of participation;</p> <p>Student is not open to guidance and motivation to improve;</p> <p>May lead to inaccuracies and inconsistencies within the student's section and ensemble;</p> <p>Individual practice is inconsistent and inefficient yielding inadequate results towards sustainable improvement.</p>	<p>Student lacks any effort;</p> <p>Development of applicable skill sets is not noticeable due to a lack of participation;</p> <p>Stagnation of ability level, as well as resistance to guidance & motivation leads to deterioration of quality within student's section and ensemble;</p> <p>Individual practice is notably rare and ineffective, lacking a sincere approach or appreciation for the need of outside work.</p>	<p>Student behavior hinders progress of self and other students in the ensemble;</p> <p>Development of applicable skill sets is not accurately assessable due to a lack of participation;</p> <p>Overall quality of student's section and ensemble worsens as a result of student's poor ability and lack of progress;</p> <p>No effort is given to individual practice significantly hindering chances any improvement, let alone sustainable progress.</p>

Student Engagement Rubric

Superior	Excellent	Good	Fair	Poor	Detrimental
<p>Student has positive impact on the ensemble;</p> <p>Displays leadership qualities;</p> <p>Consistently demonstrates dedication to learning and pride in performance.</p> <p>Individual contributions exceed expectations;</p> <p>Student displays independence and resourcefulness;</p> <p>Seeks out additional responsibilities;</p> <p>Helps others in the ensemble.</p>	<p>Student is beneficial and supportive to the ensemble;</p> <p>Shows increasing dedication to learning and pride in performance.</p> <p>Individual contributions are meeting grade level expectations;</p> <p>Student is willing to accept additional responsibilities;</p> <p>Student occasionally helps others in the ensemble.</p>	<p>Student is usually cooperative when encouraged;</p> <p>Occasionally shows interest in learning and pride in performance.</p> <p>Individual contributions are not meeting grade level expectations;</p> <p>Shows little desire to help others in the ensemble.</p>	<p>Student is generally neutral but not objectionable;</p> <p>Shows little interest in learning or pride in performance.</p> <p>Student is inattentive;</p> <p>Often distracted during rehearsal;</p> <p>Strives to meet only minimum requirements.</p>	<p>Student is sometimes negative or detrimental to the ensemble;</p> <p>Words or actions deteriorate group morale.</p> <p>Student shows little or no initiative;</p> <p>Engages in other activities during rehearsal;</p> <p>Has chosen to contribute as little as possible to the ensemble.</p>	<p>Student is often negative and decidedly uncooperative;</p> <p>Actively seeks to destroy group morale.</p> <p>Behavior interferes with rehearsal process;</p> <p>Actively prevents ensemble from reaching performance and learning goals.</p>

Performance Rubric (Individual or Ensemble)

	Performance/ Practice Presentation (Eye contact, Posture, Physical facility, Performance etiquette)	Musical Accuracy (Pitches, Rhythms, Attacks & Releases; Intonation)	Expression and Interpretation (Dynamics, Phrasing; Performing as directed)	Technique (Embouchure, Position, Breath support, Tone Quality, Articulation)	Attendance and Presence (Tardiness; Consistency in attendance; Active/Passive Participation)
Superior (Outstanding)	<ul style="list-style-type: none"> • Eyes in contact with conductor • Correct posture, relaxed and comfortable (feet on floor, back straight) • Not talking or moving during performance 	<ul style="list-style-type: none"> • Sense of unity – moving as one unit • Pitches and rhythms are correct • Attacks and releases are correct and with energy • Pitches are centered and in tune 	<ul style="list-style-type: none"> • Dynamics performed as written • Phrases extended and correct • Performed as directed in rehearsal 	<ul style="list-style-type: none"> • Correct embouchure for instrument • Full breath support • Resonant tone quality • Correct articulation using proper technique 	<ul style="list-style-type: none"> • Has all necessary materials (pencil, music, instrument, equipment) • On time and actively participates in every performance
Excellent (Advanced)	<ul style="list-style-type: none"> • Eyes in contact with conductor • Posture is slightly slouching • Some moving or talking during performance 	<ul style="list-style-type: none"> • Pitches and rhythms are correct • Attacks and releases are controlled • Pitches are on target 	<ul style="list-style-type: none"> • Dynamics performed as written • Cresc & decresc. Used to interpret phrase; Long notes given shape • Performed as directed in rehearsal 	<ul style="list-style-type: none"> • Correct embouchure for instrument • Full breath support • Somewhat flat tone quality • Correct articulation using proper technique 	<ul style="list-style-type: none"> • Has all necessary materials (pencil, music, instrument, equipment) • On time and participates in almost every performance
Good (Proficient)	<ul style="list-style-type: none"> • Eyes wandering • Leaning back, legs crossed • Talking and moving during performance 	<ul style="list-style-type: none"> • Rhythms are rushed or dragged • Pitches are accurate • Attacks and releases are not together • Apparent intonation problems 	<ul style="list-style-type: none"> • Variety of dynamic levels with obvious changes, but may not be related to the music (not as written) • Choppy phrases • Not performed as directed in rehearsal 	<ul style="list-style-type: none"> • Correct embouchure for instrument most of the time • Loud improper breath support • Raspy or flat tone • Occasional incorrect articulations 	<ul style="list-style-type: none"> • Does not have all necessary materials for performance • On time for most performances • Occasional passive participation

<p style="text-align: center;">Fair (Basic)</p>	<ul style="list-style-type: none"> • Eyes Down • Slouching; hands off instrument / equipment; legs propped up or crossed • Talking and moving during the majority of performance 	<ul style="list-style-type: none"> • Uneven and incorrect rhythms • Incorrect pitches • Poor attention to attacks and releases • Incorrect intonation 	<ul style="list-style-type: none"> • Dynamics all at one level • Incomplete Phrases • Not performed as directed in rehearsal 	<ul style="list-style-type: none"> • Incorrect embouchure for instrument • Loud improper breath support • Raspy or flat tone • Several articulation errors 	<ul style="list-style-type: none"> • Does not have most of necessary materials for performance • Occasional tardiness and/or absence from performance • More passive than active participation
<p style="text-align: center;">Unprepared (Below Basic)</p>	<ul style="list-style-type: none"> • Eyes down • Poor instrument / equipment position and posture 	<ul style="list-style-type: none"> • Consistently inaccurate rhythms • Pitches not aligned with tonal center/key • No attention to attacks and releases • No care for intonation 	<ul style="list-style-type: none"> • Inaccurate, flat, or opposing use of dynamics • Inaccurate or opposing interpretation of phrases • Not performed as directed in rehearsal 	<ul style="list-style-type: none"> • Incorrect embouchure for instrument • Loud improper breath support • Tone does not align with convention • Consistently inaccurate articulation 	<ul style="list-style-type: none"> • Has very little of necessary materials • Regular tardiness or absence from performance • Mostly passive with occasional lack of participation
<p style="text-align: center;">Detrimental</p>	<ul style="list-style-type: none"> • Performance etiquette actively / purposely hinders section or ensemble 	<ul style="list-style-type: none"> • Inability to align rhythm & tempo causes phasing within ensemble • Purposeful inaccuracy of pitch, attacks, releases and intonation 	<ul style="list-style-type: none"> • Consistently opposing use of dynamics and interpretation of phrases • Performed in manner counter to direction given in rehearsal 	<ul style="list-style-type: none"> • Embouchure hinders sound of section and ensemble • Total lack of breath support • Tone purposely incorrect • Incorrect articulations cause mistakes within section and ensemble 	<ul style="list-style-type: none"> • Has none of the necessary materials for performance • Consistently tardy or absent from performances • Does not participate when present

TRIPS AND FUND-RAISERS:

- THE BAND TRIP IS A KEYSTONE EVENT FOR EVERY MEMBER OF THE BAND PROGRAM! Ample opportunity will be provided each year to assist you in raising the needed funds. The Director will determine the destination, purpose, scope and dates of the Band Trip. Ball-park estimates of cost are provided as soon as this information is available.
- The Varsity Band Booster Organization maintains an accurate record of Student Accounts. Each member will be responsible for fund-raising the necessary money or paying the difference in order to participate in the Spring Band Trip.
- Each trip will contain elements of performance, competition, or music education of some kind. We are a performing organization, and will conduct ourselves accordingly. Trips are NOT designed to simply be a vacation – but rather a demonstration of your talents as you represent your school, and a reward for your hard work throughout the year.
- We cannot successfully perform/compete without everyone’s participation. If we have inadequate participation in any particular section of the band, or in general, the trip may be cancelled at the Director’s discretion. This decision would be made prior to turning the initial deposit to the tour company.
- Deposits/payments will be made towards the trip after each fund-raiser, or as designated by the Band Boosters.
- Trip deposits are NON-REFUNDABLE and are an indication of your intent and commitment to attend the trip. The final cost is based on the number of students who commit to go. If students back out, the cost per student will increase. Therefore, all students who commit to go and rescind must find another member to take their place.
- In order to maintain the organizations “non-profit” status, fund-raised balances carried by graduating seniors may be “willed” to other current members of the organization or will be dissolved into the general fund to aid all students, as per the Band Booster Bi-Laws. Unused/extra fundraised money cannot be refunded. Please consult your Band Booster Handbook.
- All luggage, etc. will be checked and tagged before departure. Any student found in violation of school district policy or conducting himself or herself in a manner unbecoming a member of this organization would be subject to disciplinary action. Upon review, students face potential removal from the current trip regardless of payment, probation from future trips and possible removal from the organization.

ACADEMIC AND DISCIPLINARY ELIBILITY MUST BE MET IN ORDER TO PARTICIPATE IN THIS ACTIVITY – REGARDLESS OF ANY PAYMENTS MADE TOWARD THE BAND TRIP. IF YOU ARE DEAMED INELIGIBLE BY THE ADMINISTRATION PRIOR TO DEPARTURE, YOU WILL NOT BE PERMITTED TO ATTEND, PAYMENTS WILL BE FORFEITED AND YOU WILL REMAIN FINANCIALLY RESPONSIBLE FOR THE BALANCE OF YOUR TRIP IN ORDER NOT TO PENALIZE THE GROUP BY NEEDING TO COVER YOUR EXPENSES.

TRAVEL FOR PUBLIC PERFORMANCES AND ACTIVITIES:

Please pay close attention to directions given regarding arrival and departure times / locations for our performances. Return times will be estimated to the best of our ability. Please make arrangements for rides accordingly. ALL MEMBERS OF THE ORGANIZATION ARE REQUIRED TO TRAVEL TOGETHER BOTH TO AND FROM PERFORMANCES. WE ARE A GROUP AND WILL TRAVEL AS ONE. The Band Director, PRIOR TO THE DAY OF THE PERFORMANCE, must approve any EXTENUATING circumstances. Excuses / Permission must be documented in writing and kept on file by the Band Director.

BAND BOOSTERS ORGANIZATION:

Every parent / guardian of a Band member (Instrumentalist, Bandfront, Manager, Jazz Ensemble, Stage Band, Honor Guard) is automatically a member of the Varsity Band Boosters Organization. This group of people exists to support our students in a variety of ways. Success is highly dependent upon ACTIVE membership. Every little bit of time you can volunteer is helpful.

Meetings are held on a regular basis - THE 1ST MONDAY OF EVERY MONTH AT 7:00 PM IN THE HIGH SCHOOL CAFETERIA – UNLESS OTHERWISE STATED BY THE ORGANIZATION. PLEASE CONSULT THE BAND’S GOOGLE CALENDAR.

Minutes from the meetings and current fundraising information are posted outside the Band Room. Copies of the Band Boosters' Handbook / Bi-Laws are available for all members. They contain more detailed information regarding the policies and activities of the Band Boosters Organization. Please make sure your contact information is up-to-date.

BAND COUNCIL:

- **ELECTIONS** - will be held during Commencement practice each spring. Terms of office will last no more than one school year. Nominations will be taken from a majority of the organization. Verbal "seconds" must accompany the acceptance of each nomination. Drum Majors and Bandfront Captains are not eligible to run for Band Offices. Candidates must be enrolled in band class (marching / concert) for the entire year. Voting will be anonymous. Votes will be tallied by the out-going President and/or Drum Major(s). Offices will be independently filled in "descending" order. To provide a greater degree of opportunity for students to be involved, a "losing" candidate is free to run for successive offices if he/she so chooses.
- **PRESIDENT** - Any Senior Band member is eligible for this office. Duties of the President include, but are not limited to: preside over all meetings of the Band Council; to work with the Drum Majors to coordinate the efforts of the officers, captains, section leaders; to organize Band Camp social activities; to lead and promote hospitality at public functions; to assist Band Director with "extra effort" awards; to compile and maintain an accurate database of band alumni; to assist in coordinating band alumni functions (ie. Homecoming Alumni Band, Commencement Band, etc.).
- **VICE-PRESIDENT** - Any Junior or Senior Band member is eligible for this office. Duties of the Vice-President include, but are not limited to: assisting the President in his/her duties; to fulfill the obligations of the President in his/her absence; to assist the Band Booster Uniform Chairperson with the assignment and inspection of uniforms.
- **TREASURER** - Any Junior or Senior Band member is eligible for this office. Duties of the Treasurer include, but are not limited to: keeping an accurate record of student contributions to the Activity Account; to manage the purchase of and collection of funds for minor expenses (lyres, gloves, congratulations / condolence / thank you cards, Historian supplies); to assist the Band Booster Student Accounts Chairperson in accounting for student fund-raising contributions. Periodic monetary collections may be issued at the discretion of the Officer Corp and under the advisement of the Band Director.
- **SECRETARIES (1 Junior & 1 Sophomore)** - Nominations are given by members of the senior class. Duties of the Secretaries include, but are not limited to: handling all correspondence of the Band (including congratulation, get-well, and condolence cards); to assist the Drum Majors in accurately accounting for attendance, music and equipment deadlines; to assist in the taking of role at rehearsals and performances; to assist the historian in collecting publicity, programs, etc.; and to promote band activities and accomplishments via the morning announcements, Band Booster newsletter, district website and billboard, etc.
- **HISTORIAN** - Nominations are given by members of the Senior Class. The duties of the Historian include, but are not limited to: maintaining an accurate account of band activities and honors (photographs, programs, newspaper clippings, etc); to create scrapbooks for members of the Senior Class to be presented at the Spring Banquet, as well as an annual scrapbook for the Band Library. Assist the Secretaries in publicity and bringing recognition to Band activities throughout the school and community.
- **SOPHOMORE AND FRESHMEN REPRESENTATIVES** - Nominations and elections are limited to members of each respective class. Duties of these Representatives include, but are not limited to: acting as the formal voice of their respective groups in meetings of the Band Council and to the Band Director and Staff. (Election of Sophomore Rep is contingent on Historian not being a Sophomore.)
- **THE EXECUTIVE BOARD** - The offices of President, Vice-President, Treasurer, and Secretaries comprise the Executive Board. Each member of the Executive Board will be paired up with his/her respective Band Booster Officer. The purpose of this activity is to create a "job shadowing" environment for one of the major projects undertaken by that Band Booster Officer. This will provide useful experience for the Student Officer and insight into the workings of our Band Booster Organization.

SECTION LEADERS:

Section leaders will be determined during Band Camp by audition, as needed. Auditions may be held again, at the discretion of the Band Director, during concert season. Students will be granted ONE challenge to upgrade their position within their section. Positions may be changed or revoked at the discretion of the Band Staff.

Duties of section leaders include, but are not limited to:

- Ensure your section has its necessary equipment (pencils, gloves, lyres, music, brown socks, ram pride shirts, etc.)
- Check-off routings in music
- Coach section members on horn positions, marching fundamentals, etc.
- Inform Band Director of section members having difficulty or discipline problems.
- Motivate section to achieve highest level of success, be on-time, give their best efforts, and openly communicate.
- Ensure that sections are cooperative, contributing to rehearsals, prepared to play musical entrances, not talking, doing homework, etc.

**** Failure to comply with these expectations, failure to fulfill established responsibilities, as well as disrespect or conduct unbecoming a Section Leader may constitute loss of position.**

DRUM MAJORS:

Students must be in **good academic/disciplinary standing** with the school and carry a **positive monetary balance** with the booster organization (i.e. Activity Fee) in order to be eligible to audition. The number of Drum Majors, eligibility requirements, rank, responsibilities, and duties are determined by the Band Director each year. Drum Majors will serve the organization for the entire year. Auditions will be held each spring for interested instrumentalists. Drum Majors may be required to share the responsibilities of directing and playing/marching at the Band Director's discretion. Drum Majors are required to schedule Band Class a minimum of 3 days per week.

The Director and Band Staff will finalize the selection decision. Positions may be changed or revoked at the discretion of the Band Staff.

Duties of the Drum Major(s) include, but are not limited to:

- Act as a positive role model for all members of the organization.
- Help in the implementation of the Band Director's instructions.
- Direct the Band at rehearsals and performances.
- Coach all members of the organization in marching fundamentals and routines.
- Assist the Band Council and Section Leaders in their duties.
- Maintain the music library for Marching, Concert, & Jazz Bands.
- Assist the Band Director with Instrument & Equipment Inventories.
- Direct the Managers in transferring and setting up equipment.

**** Failure to comply with these expectations, failure to fulfill established responsibilities, as well as disrespect or conduct unbecoming a Drum Major will constitute loss of position.**

MANAGERS & HONOR GUARD:

Managers / Honor Guard will be selected from members of the 8th-12th Grades, at the discretion of the Band Director. Additional members of the Honor Guard will be selected via Bandfront Auditions the preceding spring. Managers / Honor Guard are given full privilege to ALL activities and responsibilities of the Band Program.

Duties of the Managers / Honor Guard include, but are not limited:

- Present the American Flag, Banner, Rifle, etc. at ALL Marching Performances.
- ASSIST in the loading and unloading of the equipment truck as instructed.
 - ****Note to Band Members**, they're NOT here to do it for you!! You are responsible for your own equipment.
- Pass out and collect plumes, raincoats, etc. as needed.
- Place Bandfront equipment on the field as directed by the Band Staff.
- Provide water, etc. during marching rehearsals.
- Manage Zero Points, Ladders, etc.
- Keep equipment / instruments neat and in order on the truck, the field, and in storage, etc.
- Assist Staff, Chaperones, Student Leaders as needed.
- **Remember your commitment is year-round. It does NOT end after football season.** *

**** Failure to comply with these expectations, failure to fulfill established responsibilities, as well as disrespect or conduct unbecoming a Manager or Honor Guard member will constitute loss of position.**

BANDFRONTS:

SELECTION OF BANDFRONT MEMBERS

- A panel of qualified judges will rate and select Bandfront Members.
- All prospective members must be judged at the scheduled Audition to be selected.
- All prospective members must return their audition packet contract, signed by both student and parent/guardian.
- Selection of alternates will be left to the discretion of the Director and Sponsor.
- The scoring by the judges is Final and remains Confidential.
- ALL members of the squad who are currently instrumentalists in band are expected to participate in Concert Band and schedule "Band Class".
- All members of the squad who are not instrumentalists are required to schedule "Bandfront Class".
- All activities are graded and credited as part of the district's band curriculum.
- ALL policies and course requirements for Marching Band outlined in this manual apply to ALL members of the Bandfront.
- Students must be in **good academic/disciplinary standing** with the school and carry a **positive monetary balance** with the booster organization (i.e. Activity Fee) in order to be eligible to audition.
- Students not performing to standard during the season will be put on an improvement plan and provided extra help. Failure to make the necessary changes/improvements may result in probationary placement on the Honor Guard or benching from performances.

BANDFRONT CAPTAINS

The Bandfront squads will have captains as determined by the Band Director and Sponsor via the audition process. The # of captains chosen will be left to the Band Director's discretion. You must have at least one year on the squad to be eligible to audition for captain and have scored in the top percentile at squad auditions. Selection will be based on the squad audition score, choreography and performance of a brief original routine, interview, resume, letters of recommendation, and general attitude, dedication, and leadership abilities.

The Director and the Sponsors will finalize the selection decision. Positions may be changed or revoked at the discretion of the Band Staff.

The duties of the Captains include, but are not limited to:

- Ensure that your squad has its necessary equipment (Flags, Poms, Batons, Uniforms, Band Shirts, etc.)
 - NOTE: The Captains are NOT here to clean up after you, or load/unload for you. Each member is responsible for her own equipment.
- Coach squad members on routines and marching fundamentals, etc.
- Create and teach routines as outlined by the Director and Sponsor.
- Inform Band Director of squad members having difficulty with routines or discipline problems.
- Motivate squads to achieve the highest level of success, be on-time, give their best efforts, and openly communicate.

**** Other duties and guidelines for both Captains and Bandfront Members are outlined in your audition packets. Be sure to carefully read them. Failure to comply with these expectations, failure to fulfill established responsibilities, as well as disrespect or conduct unbecoming a Captain may constitute loss of position.**

SPONSORSHIP

- The Sponsor(s) will supervise the squad at all practices and performances.
- The Sponsor will give constructive criticism of the squad's attitude, skills, and behavior.
- The Sponsor will take care of the finances dealing with the ordering of equipment, under the advisement of the Director.
- The Sponsor will act as a liaison between the squad and the Band Director.
- The Sponsor will be responsible for enforcing a uniform appearance of the squads, preparation of routines and equipment management.
- The Sponsor will facilitate auditions each spring.

HONORS BAND & PMEA / AK EVENTS:

HHS Honors Band Class

Students may enroll in Honors Band Class with the Director's approval. This course will offer a weighted credit for participation in HS Band. Honors Band is scheduled at the same time as regular band class (marching / concert). Upon approval, you only need to schedule Honors Band class, NOT Band AND Honors Band.

In addition to all class requirements for Band, Honors Band students must meet requirements including, but not limited to the following...

- Research Projects based on the student's primary instrument and performers of this instrument.
- Essays and reflections on current events and issues in music.
- Auditions for PMEA and Alle-Kiski Honors Bands
- Performance of a solo during the spring HHS Honors Band Recital
- Playing Quizzes & Theory Exams as scheduled by the Director
- Documented practice time outside of school.
- Attendance at Band Lessons during the school day.
- Attendance at and reflection on outside (non-Highlands) concert events.
- Assistance with the Elementary & Middle School Band Programs.

Pennsylvania Music Educators Association Festivals

District 1 Festival Policies – <http://district1.pmea.net/festivalpolicies.htm>

PMEA Festival Forms – <http://district1.pmea.net/forms.htm>

PMEA District 1 Scholarship –

The Scholarship Committee has developed the following criteria for awarding three music scholarships to students in our district. Each award will be **\$1,000.00** (*approved August 2008*):

1. The recipient must have definite plans for a career in music education or music-related field.
2. Three scholarships will be awarded each year; one in strings, one in wind/percussion and one in vocal music.
3. The award will be based on music achievement and academic excellence.
4. An applicant must currently be a senior in a District 1 High School and a participant in the current District 1 Festival. A student's placement in the festival is not a factor in granting the award.
5. Two recommendations must accompany each application. One recommendation must be written by the student's home school Music Director PMEA member, and one must be written from any of the following: private music teacher, high school teacher in any discipline, guidance counselor, church music director, or high school principal.
6. The student must include with the application and recommendations, the following: a) a high school transcript, b) an essay on why music education/music is important, why the student wants to pursue a career in music, and future ambitions and goals upon graduating from high school and college.
7. Completed applications must be mailed to the Scholarship Committee Chair to:
Stephen Ehrlich, PMEA District 1 VP
East Allegheny High School
1150 Jacks Run Road
North Versailles, PA 15137
8. The award recipients for the District 1 Scholarships will be announced at the recipients' spring concert. A PMEA officer will present the award.
9. Applications will be available in the fall newsletter and at Honors and District 1 SHS Festivals.
10. The committee reserves the right to give no award in any area where applicants are not deemed qualified.

Scholarship Application – <http://district1.pmea.net/pdfs/D1%20Scholarship%202011-12.pdf>

PMEA District One East Honors Band (Gr. 9-12)

Auditions take place the first Monday in October.

**** This audition is required for both PMEA Honors Band and PMEA District Band (10-12) ****

Audition Solo List – <http://district1.pmea.net/auditions.htm>

Audition Music for all PMEA Honors Ensembles
(Including Orchestra, Band, Choir and Jazz)
is listed by title, composer and publisher on
the PMEA website (<http://district1.pmea.net/auditions.html>)

Students are responsible for acquiring their own copies of
audition music. Please contact the Band Director if you
Are having any difficulty.

**PLEASE DOUBLE CHECK / CONFIRM ALL DATES, TIMES, AND AUDITION INFORMATION ON
WWW.PMEA.NET**

Alle-Kiski Honors Band – Leechburg HS

- December 5 Honors Band Auditions (Solo #3)
- January 19-20 Honors Band Festival
- January 20 Honors Band Concert (7pm)

AK Audition Repertoire:

Students must prepare the 1 page Etude in the audition packet available in the Band Room. Etudes rotate on a yearly basis. Make sure you are preparing the correct etude. Additionally, students should be fluent on the Chromatic Scale over the full range of their instrument. Percussionists should be prepared for Timpani, Mallets and Battery Percussion Instruments.

**FOR COMPLETE DETAILS (INCLUDING DOWNLOADABLE
SOLO PDFs), SEE THE AK WEBSITE AT:
WWW.AKVBDA.ORG**

**Students NOT enrolled in Honors Band Class are still permitted and encouraged to
audition for the Alle-Kiski and PMEA Honors Festivals as per the
festivals' particular requirements.**

PMEA District Band

- These Ensembles are selected via a combination of the Solo Audition (top of page) and lottery process. Interested students must complete all necessary paperwork as posted and instructed by the Director. These forms must include all required signatures and be returned by the posted deadline. Submission of these applications confirms the students' knowledge, understanding and commitment to the festival dates, requirements and responsibility to prepare all music if selected.
- Upon receipt of these forms, the Director makes his recommendations and submits these applications to the selection committee.
- The PMEA District 1 Jr. High Band is comprised of students in Grades 7-9.
- The PMEA District 1 Sr. High Band is comprised of students in Grades 10-12.
- ALL current Band students are eligible to turn in an application to the Director.
- Auditions may be required by the Director in order to better determine student qualifications before submitting any applications to the selection committee.

JAZZ ENSEMBLE & STAGE BAND:

The Highlands High School Jazz Classes are accelerated ensembles. In addition to having exceptional musical ability, members must be willing to go “above and beyond” the normal expectation. The ensembles explore a variety of musical repertoire within the genre of Jazz (including: Swing, Blues, Funk, Fusion, Be-Bop, Latin, and Dixieland).

REHEARSALS -

- Stage Band Class will meet a minimum of 4 mornings per week at 7:20am.
- Jazz Ensemble Class will meet 5 periods per week during the school day.
- All members enrolled in the Jazz Program are expected to be prepared and on time.
- Additional rehearsals will be required in preparation for performances.
- Additional sectionals may be required at the discretion of the Director.
- The group may be split into additional ensembles at the discretion of the Director and by audition.
- Each student is expected to put in consistent practice time at home.
- PRACTICING AT HOME IS WHERE YOU LEARN YOUR PART. REHEARSAL IS WHERE YOU LEARN EVERYONE ELSE'S.

VISTING ARTIST IN RESIDENCE SERIES (VAR) -

Efforts will be made to establish an artist-in-residence program. The purpose would be to bring a world-renowned musician into the school to work with all of the instrumental students (Grades 4-12). A series of lectures, clinics, master-classes, and demonstrations would culminate in a public performance featuring our Guest Artist and the high school ensemble(s). A daytime assembly may also be held to help excite, encourage and recruit future members of the band. Take pride in this activity. For many of you, opportunities like the VAR will only happen “once in a lifetime”.

MEMBERSHIP -

- Due to the nature of jazz music, both in structure and in difficulty, membership into these ensembles is offered on a limited basis.
- Members should have prior band experience and exposure to jazz music.
- AUDITIONS MAY BE HELD AT THE DISCRETION OF THE DIRECTOR.
- ALL members of the jazz program are expected to participate in the Fundraisers, Banquets, Band Trips, Band Booster Meetings, and other activities.
- The focus of the Instrumental Music Program is to maintain a solid foundation in musical skill and fundamentals through our Marching / Concert Band class. Therefore, ALL members are expected to enroll in the Marching / Concert Band class before enrolling in Jazz/Stage Class. Exceptions are only made for students subject to circumstances outside of their control (i.e., transfer students), medical exemptions from marching band, and those who do not know how to play a “standard band instrument”.

INSTRUMENTATION (Per Ensemble) -

- It is preferred to have 1 student on each part.
- Maximum 2 students per part, unless otherwise noted. Multiple students playing a specific part may be required to “switch off” during rehearsals and performances. *

- ALTO I	- TROMBONE I
- ALTO II	- TROMBONE II
- TENOR I	- TROMBONE III
- TENOR II	- BASS TROMBONE / TUBA (IV)
- BARI SAX	- TROMBONE V (Optional)
- TRUMPET I	- PIANO*
- TRUMPET II	- GUITAR (Must be able to read music)*
- TRUMPET III	- BASS*
- TRUMPET IV	- PERCUSSION (Maximum 3, must be able to read music)*
- TRUMPET V (Optional)	- VOCALIST (Per Audition by the director)

- All members of the rhythm section must be able to read music. Piano, Guitar, and Bass must be fluent in reading both chords and melodic lines.
- Members of the class will also explore elements of Music History, Theory, and Improvisation. Additional work and assignments may be required.

HIGHLANDS HIGH SCHOOL BAND CONTRACT

Please read, sign, and return this form on or before arrival at the 1st Band Camp Rehearsal of the season. By doing so, you acknowledge that you and your parents / guardians have read the Syllabus & Policy Manual, understand and agree to the Band's policies and schedule for the upcoming school year. Thank you!!

*** PLEASE PRINT ***

Student ID# _____ Student Name _____ Grade ('22-'23) _____

Marching Instrument or Bandfront Squad _____ Concert Instrument _____

Student Cell # _____ Cell Carrier _____ Student Email _____

Parent/Guardian #1 (Student's Primary Residence)

Parent/Guardian #2

Name _____

Name _____

Address #1: _____

Address #2: (Please check if same as #1)

Home Phone #1: _____

Home Phone #2: _____

Cell Phone #1: _____

Cell Phone #2: _____

Email #1: _____

Email #2: _____

**** Accurate contact information is required for the District's One-Call System and Band Booster Phone/Email Chain. These items remain confidential and are only used to communicate information directly related to the High School Band Program. Thank you. ****

"As a member of the Highlands High School Band Program, I hereby commit to attend all posted rehearsals and performances. I will uphold all commitments and responsibilities outlined in the band handbook and as instructed by my teacher and the band staff. I am aware of the grading requirements for the various Band & Bandfront classes. I am also aware of that my participation and behavior affects my status as an active member of this organization and my ability to take part in performances, trips, other band activities."

Student Signature _____

Date _____

Parent / Guardian Signature _____

Date _____

Student Name _____

EMERGENCY CONTACTS (IF PARENTS CANNOT BE REACHED)

Name:	Relationship:	Phone:
Name:	Relationship:	Phone:

HEALTH INSURANCE INFORMATION – INCLUDE COPY OF FRONT AND BACK OF CARD(S)

Primary Insurance		
Carrier:	Carrier Phone #	
Subscriber:	ID #	Group #
Secondary Insurance		
Carrier:	Carrier Phone #	
Subscriber:	ID #	Group #

Primary Care Physician:	Additional Physician(if applicable)
Name/Practice:	Name/Practice
Phone Number:	Phone Number:
Medical Conditions (i.e. asthma, fainting, diabetes, heart condition, bleeding disorders, seizures, shortness of breath, phobias, glasses/contacts, etc.)	
Current Medications (include dosage/times):	Allergies (food/medication/environmental):
Date of Last Tetanus Shot:	Is your child latex sensitive? Yes No

PARENTAL PERMISSION TO GIVE MEDICATIONS AND AUTHORIZATION FOR TREATMENT

In case of illness, accident, or emergency, I authorize the designated adult to secure medical treatment for my son/daughter in the emergency room at a hospital or from other emergency trained personnel. Further, I give permission for band staff/chaperones to dispense the following (please check all that apply):

(Indicate dosage if different than suggested dosage)

Tylenol (Acetaminophen)	Midol	Dimetapp
Advil/Motrin (Ibuprofen)	Throat Lozenges/Cough Drops	Insect Bite Sticks
Tums/Pepto-Bismol	First Aid Cream	Sunburn Treatment
Immodium AD	Benadryl	Murine/Visine

Can your child swallow pills? Yes No

Signature of Parent/Guardian _____ Date _____

****PLEASE ATTACH ANY ADDITIONAL NECESSARY INFORMATION TO THIS FORM****

**** PLEASE ATTACH A COPY OF YOUR STUDENT’S INSURANCE CARD (FRONT & BACK) ****

HIGHLANDS HIGH SCHOOL BAND
Participation Waiver for Communicable Diseases Including COVID-19

The COVID-19 pandemic has presented athletics, marching bands, schools and community organizations around the world with a myriad of challenges concerning this highly contagious illness that primarily attacks the upper respiratory system. Some severe outcomes have been reported in children, and a child with a mild or even asymptomatic case of COVID-19 can spread the infection to others who may be far more vulnerable.

While it is not possible to eliminate all risk of furthering the spread of COVID-19, the Highlands HS Band Program, under the guidance of the Highlands School District (HSD), will take necessary precautions and comply with guidelines from the federal, state, and local governments, CDC, PA DOH, as well as NAFME, PMEA, NHFS and PIAA, to reduce the risks to students, staff, volunteers, and their families. As knowledge regarding COVID-19 is constantly changing, the right is reserved to adjust and implement precautionary methods as necessary to decrease the risk of exposure for our staff, students, volunteers and spectators. These precautions include but may not be limited to:

- Health screenings prior to any practice, event, or meeting with participation in the activities being limited and/or prohibited where an individual displays positive responses or symptoms.
- Encourage social distancing and promote healthy hygiene practices such as hand washing, using hand sanitizer, etc.
- Use of face coverings when social distancing is not possible, and when not engaged in an activity requiring the removal of a face covering for participation.
- Intensify cleaning, disinfection, and ventilation in all facilities.
- Educate students, staff and volunteers on health and safety protocols.
- Require students and staff to provide their own water bottle for hydration.

By signing this form, the undersigned voluntarily agree to the following Waiver and release of liability. The undersigned agree to release and discharge all claims for ourselves, our heirs, and as a parent or legal guardian for the Student named below, against the HSD, its Board of Directors, successors, assigns, officers, agents, employees, and volunteers and will hold them harmless from any and all liability or demands for personal injury, psychological injury, sickness, death, or claims resulting from personal injury or property damage, of any nature whatsoever which may be incurred by the Student or the undersigned relating to or as a result of the Student's participation in music programs, events and activities during the COVID-19 pandemic.

The undersigned acknowledge that participating in music programs, events and activities may include possible exposure to a communicable disease, including but not limited to MRSA, influenza, and COVID-19. The undersigned further acknowledge that they are aware of the risks associated with COVID-19 and that certain vulnerable individuals may have greater health risks associated with exposure to COVID-19, including individuals with serious underlying health conditions such as, but not limited to: high blood pressure, chronic lung disease, diabetes, asthma, and those whose immune systems compromised by chemotherapy for cancer, and other conditions requiring such therapy. While particular recommendations and personal discipline may reduce the risks associated with participating in music activities during the COVID-19 pandemic, the risk of serious illness, medical complications and possible death does exist.

We knowingly and freely assume such risks, both known and unknown, even if arising from the negligence of others, and assume full responsibility for Student's participation in Band during the COVID-19 pandemic. We willingly agree to comply with the state recommendations put forth by the HVMB and HSD to limit the exposure and spread of COVID-19 and other communicable diseases. We certify that Student is in good physical condition or believe Student to be in good physical condition and allow participation in this activity at our own risk.

Name of Student: (Please Print) _____

Signature of Student: _____

Date: _____

Signature of Parent/Guardian: _____

Date: _____