

# Williams Field High School Symphonic Band Handbook 2021-2022



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## Williams Field High School Band Course Description

### **SYMPHONIC BAND MU109/MU110 - MEETS FINE ARTS REQUIREMENT**

The Symphonic Band is the top performance band on campus. Comprised of the best musicians on campus, this course provides an opportunity to work on a higher level of musicality and requires strong discipline and hard work. A wide range of musical forms and styles are played throughout the year. Attendance, participation, and special concert attire is required at all events. Some combined out of school rehearsals with percussion required. This course may be repeated for elective credit.

### Grading Policies

The band, like other musical organizations, is unique in that members are at varying levels of playing ability and experience. As a band member, one should be able to earn the grade of "A" even if you do not play as well as other members. Conversely, it follows that even if you are a fine player, your grade may be lowered with excessive absences and tardiness, poor rehearsal habits, and a poor attitude. The success of the band relies on the commitment of each individual; therefore, each member is responsible for attendance, attitude, preparation and adherence to established policies. **Grades are based on the following: attendance, promptness, playing test scores, written assignment scores, and compliance with policies and procedures. These criteria are evaluated for rehearsals AND performances.**

### Attendance

The band is a performing organization; your attendance is required for every rehearsal. Illness and family-related situations may prevent your attendance at times. Being excused from class during the school day does not mean that your absence does not count or affect the group. A rehearsal or concert cannot be "made up" like work in other classes. Other circumstances that may cause extended absences must be discussed with a director as far in advance as possible. Attendance at all performances is expected and required. Students must provide written notification of an absence from a performance at least TWO WEEKS PRIOR to the performance date. Only the Band Director can excuse an absence. If a concert/performance absence is excused, an alternate assignment of equal value will be given at a Director's discretion. Exceptions include personal illness or a death in the family.

### Rehearsal and Performance Etiquette

Rehearsal and performance etiquette refers to a person's conduct and behavior while participating in those activities. All actions by individuals in these settings directly affect the task at hand, whether positive or negative. All band members are individually responsible for the success of the entire ensemble; therefore, improper etiquette and poor discipline will result in a grade deduction and possible disciplinary action.

The following is a list of unacceptable behaviors that may result in loss of participation points:

- Unprepared for class (no instrument, music, equipment)
- Excessive talking during rehearsal
- Chewing gum, eating, or drinking (non-water) in the band room
- Not participating (not ready to rehearse)
- Unprepared music passages

**Note:** To avoid grade deductions during instrument repair, students must bring a signed note from a parent or guardian explaining the circumstances of the repair. If the repair is expected to last more than 2 school days, the student should obtain a "loaner" from the repair shop. All students are given their own copy of all required music. Each student must bring his or her music every day. **Teachers will follow school Sweep policies for any students that arrive over 10 minutes late.**

### First Hour Sweep

The campus gates will be locked when the bell rings at the start of each school day. Students will enter through the front office to sign-in and report to 1st Hour Sweep. Students arriving after 7:35 am (\*10 minutes late) will report to the Sweep Room for the remainder of first hour. Students are able to work on assignments or homework. They will NOT be allowed to use their cell phone. Student Devices can be used for schoolwork ONLY. Students who walked in by their parents after the bell will receive a pass to class but will be marked tardy. Students will be asked to dispose of their food and beverages when they arrive to Sweep. When a student accumulates three sweeps in first hour, they will be assigned Saturday School. After the third sweep the number will be reset to zero.

## **Grading percentages**

All students begin each semester with 100%. A student maintains that grade by good attendance and working to their potential. A student lowers their grade by neglecting the grading criteria and organizational rules. Grades are lowered by points or letters depending on the level of infraction.

### **Rehearsal Participation – 50%**

Student participation grades are based almost entirely on attendance. Students will receive 1 point per hour of rehearsal they attend (Marching band - 9 points on typical weeks, with more points for hours of rehearsal during camps, Concert Band – 5 points on typical weeks). Points may be lowered due to poor rehearsal participation, tardiness, missing materials, or behavior issues during rehearsal.

### **Performance – 15%**

Students are required to attend every performance for their ensemble, including competitions, football games, concerts, pep assemblies, gigs, parades, etc. Students will receive 1 point for every performance activity they perform in (games, assemblies, gigs, parades, concerts) and 2 points for festivals/competitions that are all-day events.

### **Assessment – 35%**

Students will be assessed multiple times throughout the year through with in-class playing tests, canvas music assignments, quizzes, written tests, and homework.

## **Playing tests / Canvas**

Throughout the year, playing tests will be given on materials from music exercises and passages both during rehearsals and outside of rehearsals through canvas. At the time specified, students must be able to individually perform the assignment without mistakes at the given tempo. Evidence that no preparation has been made to complete the assignment will result in a point deduction. Playing tests are evaluated on the following criteria: note accuracy, tone quality, rhythm, tempo, articulation, dynamics, phrasing, and intonation.

## **Guidelines for Participation**

1. Be on time and prepared for class.
  - \* Be in the room when the tardy bell rings.
  - \* Be in your seat and ready to play 3 minutes after the tardy bell rings.
  - \* Be prepared with all equipment: instrument, music, pencil, accessories extra reeds, neck strap valve/slide oil, mutes, etc...)
  - \* Be mentally prepared and have a positive attitude.
2. Be respectful to the teachers.
  - \* No talking during rehearsals.
  - \* Listen and pay attention.
  - \* Play instruments only when instructed to do so.
  - \* Rehearsal disruptions, inappropriate responses and/or behaviors will NOT be tolerated.
3. Follow classroom rules.
  - \* Williams Field High School dress code policies are strictly enforced.
  - \* No gum.
  - \* No food or drink (except water) allowed in rehearsal rooms or adjoining hallways.
  - \* Respect all school and personal property. (Destruction or defacing of any property will result in discipline referral.)
  - \* Play your own instrument ONLY.
  - \* Do not do homework from other classes during rehearsal.
  - \* No rough play or running in the band room.
  - \* Only band members are allowed in instrument storage areas.
  - \* No phones during rehearsal unless they are being used as a tuner.
4. Consequences
  - \* First violation - Verbal reprimand and grade lowered
  - \* Second violation - Parent notification and discipline referral
  - \* Third violation - Discipline referral and removal from class

## After School Rehearsals

To combine the percussion and winds for concerts, we will be having several after school rehearsals on Wednesday afternoons prior to the concert. These are tentatively scheduled from 2:30-4:30 pm – any changes will be announced and sent out via email.

## Concerts

Williams Field High School holds four Band Concerts each school year. See calendar for current school year concert dates. Generally, concerts begin at 6:00 pm and will last approximately two hours. All band members are expected to perform at every concert. Each performance is equivalent to a test grade; 15% of the total grade is based on concert attendance. Students are required to attend the entire concert, including the parts in which the student is not performing.

## Concert Attire

Concert dress will be discussed per each performing group well in advance of concert date. If a student is unable to provide the appropriate clothing for concerts, directors must be notified in advance so other clothing arrangements can be made. Concert dress is as follows:

- Girls: All black (slacks, ankle length dresses/skirts, blouses, socks, shoes)
- Guys: Tuxedos (Pants, Jackets, and Shirt are provided; Tux Shoes, Black Socks, Black Bow Tie and Cumberbund must be provided by students)

**Notes for all groups:** Dresses must be below knee length, must cover entire shoulder and back, stockings/hose preferred. NO jeans, NO T-shirts, NO sneakers, NO shorts. Students must remain in required dress for the entire concert. Wandering around the campus or socializing in the lobby or warm-up rooms is NOT acceptable. Teachers, administrators, students, and parents at Williams Field High School expect only the BEST performance behavior and concert etiquette.

**Students who arrive at a concert or performance with inappropriate concert attire will not be allowed to perform.**

## Festivals / Performances

Most concert ensembles participate in at least one festival each year. These are considered school functions; therefore, ALL school rules are followed and will be enforced at ALL times.

- \* Food and drink are allowed on the buses at the discretion of the driver.
- \* Avoid unnecessary commotion, loud noise, etc.
- \* Inappropriate language will NOT be tolerated.
- \* Treat chaperones with respect and follow their directions.
- \* Remain seated while bus is in motion and keep body parts inside windows.
- \* All students are expected to ride the buses to and from the performance sites.
- \* Only band members, staff, and chaperones may ride the buses.
- \* Band students may not exit the bus, until told to do so by a director or chaperone.
- \* When students are not performing, they are expected to watch the other performances.
- \* When in public, students are expected to behave in a manner that is representative of Williams Field High School and the Williams Field High School Band.

**Note:** Students using alternate transportation to or from a performance must get approval IN ADVANCE from the Band Director AND the WFHS Principal.

**Note:** Students may depart from a performance site with a parent ONLY if the Band Director has been notified IN ADVANCE. Parents must provide **signed** notification to the Band Director before the event AND must confirm their departure with the WFHS Band Director.

## **Required Materials**

Students are required to have the following materials at every rehearsal:

- Instrument and supplies (anything necessary to make the instrument work)
- Black Binder with sheet protectors and sheet music/handouts
- Tuner
- Metronome
- Foundations for a Superior Performance
- Habits of a Successful Musician (order on Amazon if possible)
- Pencil

## **Instruments and Equipment**

The following items will allow students to maximize their instructional time and take on new challenges without delay. Students should be prepared with proper equipment for daily rehearsals and performances.

Flutes

- ★ cleaning / tuning rod in case
- ★ handkerchief or small cloth to swab flute and wipe keys

Reed Woodwinds

- ★ swab - correct size for your instrument
- ★ reeds - have THREE reeds at all rehearsals. NO Rico reeds.
- ★ reed holder or case (oboes & bassoons)
- ★ mouthpiece -recommended type (see list below) in good condition

Brass

- ★ valve oil or trombone slide oil/cream
- ★ tuning slide grease (NO Vaseline)
- ★ flexible cleaning swab or "snake"
- ★ spray water bottle (trombones)
- ★ rotary valve oil (horns and trombones with F attachments)
- ★ metal straight mute (trumpets and trombones)
- ★ mouthpiece - recommended size (see list below) in good condition

Percussion

- ★ stick bag with snare sticks (Vic Firth SD1 General)
- ★ hard bell/Xylophone mallets (Cannonball)
- ★ yarn Marimba/Vibe mallets
- ★ hard or medium timpani mallets (Vic Firth T1 General)

Recommended Mouthpiece List

- ★ Clarinet Van Doren B45
- ★ Bass Clarinet Selmer C-star
- ★ Saxophone Selmer C-star
- ★ Trumpet Bach 3C
- ★ Horn Giardinelli C8
- ★ Trombone & Baritone Bach 6-1/2 AL
- ★ Tuba Schilke 67, Conn Helleberg

## **WFHS School Instruments**

The Williams Field High School Band Program owns certain instruments and equipment, which can be rented to students for a cost of **\$100** for the year. The large, more expensive, instruments such as percussion, tuba, baritone, horn, baritone saxophone and bass clarinet are available from the WFHS Band Program for student use. Other instruments can be provided by the school, based on a student's needs and individual circumstances. However, these instruments may be lower quality than instruments that are purchased or rented from outside sources. Due to the limited number of school-owned instruments, a student may be asked to share an instrument with another student or encouraged to choose a different instrument. The Band Director is responsible for issuing instruments and equipment to students. The school-owned instruments and equipment are maintained each year and are in good condition when received by the student. Each student (family) is financially responsible for the repair of any damages to the instrument caused by misuse or neglect. The student is also financially responsible for any maintenance necessary to keep the instrument/equipment properly working and in good condition. The Band Director will provide the names of specified repair shops authorized by the Higley Unified School District to work on school owned instruments and equipment. Students are expected to respect and properly care for all Williams Field High School equipment to ensure that it will be available to benefit future band students.

## **Storage Lockers**

Students will sign up for an instrument storage locker. Due to the limited number of lockers, most students must share a locker with another student. Therefore, items stored in lockers **MUST** be limited to band equipment and instruments -**NO** textbooks, binders, backpacks, clothing, or personal items. Disturbing, destroying or tampering with the personal property of another individual will result in a discipline referral and possible police involvement. Lockers provide **MINIMAL** security, at best, and the Higley Unified School District, Williams Field High School and/or the Williams Field High School Music/Band Program **ARE NOT LIABLE** for stolen property or personal items. Students **SHOULD NOT** leave valuable items or money in the lockers at **ANY** time. Instruments should be stored in the instrument storage lockers in the band room during the school day. Lockers are cleaned out weekly, and all non-instrument items are discarded.

## **Additional Programs**

### **Winter Programs**

Williams Field High School Band offers additional marching related activities during the Winter and Spring seasons. These groups fall under the same rules and guidelines as the marching band and are offered by audition. It is expected that students who participate in these activities also participate in Marching Band in either the previous or following Fall semester. Rehearsals outside the school day are required. Based on equipment and amount of travel, the approximate financial responsibility is approximately \$650.00 for the season. Fundraising activities may be used for winter program payments.

### **Winter Guard**

Williams Field High School offers a Winter Guard. The group practices and performs in a gymnasium. Members perform drill, dance, and Color Guard equipment routines, which are choreographed to recorded music. A standard performance is approximately 4-6 minutes in length. Williams Field Black Guard is geared for students who wish to improve their Color Guard skills as well as an opportunity for new students to participate in the Color Guard activity.

### **Winter Drumline**

Williams Field High School offers a Winter Drumline which includes front ensemble(pit) percussion and battery percussion. The Drumline performs in a gymnasium. Members perform percussion music with choreographed drill and body movement. A standard performance is approximately 4-6 minutes in length.

### **Winter Winds**

Williams Field High School offers a Winter Winds which includes marching wind instruments. The Winds performs in a gymnasium. Members perform music with choreographed drill and body movement. A standard performance is approximately 4-6 minutes in length.

\*\*\*These activities offer exceptional performance experiences. Over the years, the winter programs at Williams Field High School have established themselves as competitive ensembles.

## Student Leadership

The Williams Field High School Band offers opportunities for some students to learn and develop leadership skills. Each year a team of student leaders are formed to aid in instruction and administration during the marching band season and related activities. The leadership members are students who have demonstrated leadership skill and a high level of competency on their instrument or equipment. Students interested in the Leadership program must be members in good standing. It is important that each student demonstrate a high level of moral standards, be easy to work with, and show commitment to the band program.

Because the student leadership represents the best of what the program has to offer, they are expected to maintain the highest levels of professionalism and commitment. Any violation of disciplinary policy or absence from scheduled activities may be grounds for losing their leadership status. A leadership position carries with it a tremendous amount of responsibility. It is also one of the most rewarding aspects of the band program. All band members are encouraged to participate in leadership workshops to better understand the goals of the band program and the role student leadership has in attaining those goals.

## Band Council

The Band Council is a student run organization. The band council president is chosen based on participation in the leadership workshop. The chosen president and directors assemble the council as seen fit in organizing band council activities. The council must include a student representative from each section of the band and a representative from each grade level. Band council activities include organization and planning of social activities, recruitment and publicity for the band.

## Band Letters

In order to receive a letter in band, one must earn a minimum of 50 points within one school year and participate in the Marching Band. For each additional year that a student qualifies, a special pin is given to be placed on the original letter. To obtain a Letter you must submit a list of points earned to the Band Director. Some points may require proof of completed activity such as notes from private teachers, programs from concerts signed by a parent or performer, or signatures from fundraising coordinators.

**You may earn points in the following ways:**

<b>Satisfactory Participation in Marching Band</b>	<b>15</b>	
<b>Satisfactory Participation in Wind Ensemble</b>	<b>8</b>	
<b>Satisfactory Participation in Symphonic Band</b>	<b>8</b>	
<b>Satisfactory Participation in Concert Band I and II - per semester</b>	<b>5</b>	
<b>Satisfactory Participation in Jazz Band- per semester</b>	<b>8</b>	
<b>Satisfactory Participation in Winter Marching Programs</b>	<b>8</b>	
<b>Leadership and Band Council Service - fall semester</b>	<b>3</b>	
<b>Fundraising - per activity</b>	<b>2</b>	
<b>Williams Field High School Concert Attendance</b>	<b>2</b>	
<b>Attendance at other Band Concerts (H.S., College, or Professional)</b>	<b>2</b>	
<b>Private Lessons - per ½ hour</b>	<b>1</b>	
<b>Performance at Community or Church Event</b>	<b>1</b>	
<b>Participation in Solo &amp; Ensemble Festival - per event</b>	<b>3</b>	
<b>Superior Rating in Solo &amp; Ensemble Festival</b>		<b>2</b>
<b>Satisfactory Participation in Region and State Band Auditions</b>	<b>3</b>	
<b>All-Region Honor Band Member</b>	<b>4</b>	
<b>All-State Jazz Band Member</b>	<b>5</b>	
<b>All-State Honor Band Member</b>	<b>5</b>	
<b>Other Honor Band Member (ASU, U of A, etc.)</b>	<b>1-4</b>	

## **Black Hawk Band Boosters**

Our students are the future leaders of tomorrow. Participation in the WFHS Marching Band requires discipline, hard work, perseverance and a desire for excellence. It provides students with an opportunity to live up to their full potential. Our organization needs parent volunteers who support this program, the students, and the band director. We need dedicated and energetic individuals to help the band accomplish tasks for the upcoming year. Please consider joining our team and contributing your time and efforts. Without you, the program and educational opportunity would not be possible.

## **Fees and Financial Responsibilities**

To maintain the high standards of music education within the band program, a tremendous amount of financial support is necessary. Following, is a brief explanation of the expenses, budget and financial resources necessary for the operation of the Williams Field High School Bands. It costs a great deal each year for the band program to function. Program expenses include, but are not limited to, competition entrance fees, trip costs, band camp, props for the show, uniform maintenance, equipment, supplemental staff, media supplies (newsletter, website, etc.) and much more. Your participation is crucial in the fundraising efforts that support the Organization. The Band does have limited funding from the Higley Unified School District, however, given the decrease in educational funding from the State to the school districts of Arizona, it only begins to cover the amount needed to maintain the band program. The concert band fee is \$50 per student.

The following items are NOT included in the fee:

- Concert Attire (Tux Jackets, shirts, and pants are provided, all other attire must be purchased)
- Music Binder and Sheet protectors
- Overnight trips and outside of school activities

## **Band Fees Payment Schedule for 2021:**

**Black Hawk Days - \$50 Class Fee (paid to bookstore)**

**Tax Credits, Class Fees, and School Instrument Rental Money (\$100) can be paid to the bookstore. Please be sure to include your child's name and Williams Field Marching Band or Black Hawk Regiment on every tax credit collected and TURN IN THE RECEIPT to Mr. Edgar or the Treasurer. Receipts are required for tax credits to be applied to your child's account.**

## **2021-2022 Symphonic Band Events and Concerts:**

- September 22: After school rehearsal before concert 2:30-4:30 (tentative)
- September 22: Band Concert at 6 pm @ WFHS Auditorium
- Week of December 6: In school Arts Fest Assemblies
- December 8: After school rehearsal before concert 2:30-4:30 (tentative)
- December 8: Arts Fest Concert at 6 pm @ WFHS
- March 2: After school rehearsal before concert 2:30-4:30 (tentative)
- March 2: Band Concert at 6 pm @WFHS Auditorium
- May 4: After school rehearsal before concert 2:30-4:30 (tentative)
- May 4: Band Concert at 6 pm @WFHS Auditorium
- May 13: Band Barbeque
- May 24: Graduation Performance (required for all Freshmen, Sophomores, and Juniors)
- May 27 - June 4: Washington D.C. Memorial Day Trip
- 1-2 Festivals 2<sup>nd</sup> semester (dates and times TBD, typically during the school day)
- Tentative Elementary Fine Arts Recruiting Tour, during school – 2<sup>nd</sup> semester

\* Dates are tentative. Events may be added throughout the year. Call times will be released approx. 1-2 weeks before each performance date. Please look for the most updated calendar at [www.blackhawkregiment.org](http://www.blackhawkregiment.org)



## Overnight Travel Guidelines (Memorial Day Trip)

**Fees must be current, and all medical, permission forms, etc. turned prior to signing up for rooms and buses. Advance notice will be given for sign-ups.**

### **Bus and Room Assignments**

- ❖ All “Room Buddies” names and signatures are required when signing up rooms. Signatures indicate that a student has approved his or her roommates.
- ❖ An individual room list must be complete before a room and bus assignment will be made.
- ❖ Roommates must sign up for same bus.
- ❖ Any incomplete room lists or students not signed up by designated date will be assigned a room and bus.
- ❖ The Band Director reserves the right to make necessary changes.

### **Charter Buses**

- ❖ Same rules apply as stated in previous travel and performance related sections.
- ❖ Students must remain in their seat, facing forward (No sitting or lying in the aisles).
- ❖ Bus driver special rules will be enforced.
- ❖ Keep buses clean and pick up belongings and garbage when exiting.
- ❖ On night trips, a bus light will remain on.

### **Hotels and Other Accommodations**

- ❖ Respect hotel/other property and rights of other guests. (i.e. no running in the halls, no loud noise from rooms)
- ❖ Room phones are not to be used and in-room movies will be turned off. Any cost associated with phone calls, including room to room, or any other in-room activity will be assessed to the student(s) responsible for the charge.
- ❖ **Students may only visit students of the opposite sex in designated common areas. In-room visits are not allowed. Any violations will be referred to the band director.**
- ❖ At "lights-out" students must be in assigned rooms and in bed for room checks.
- ❖ Students must remain in rooms throughout the night until wake-up call time.
- ❖ Students are responsible for any fees due to misuse, damage, lost keys, etc...

### **Dress Code**

- ❖ **Williams Field High School dress code policies will be strictly enforced on all trips.**
- ❖ **When requested, students will be expected to wear band, or travel shirt when traveling.**

### **Conduct**

- ❖ **Students represent WFHS and the Black Hawk Regiment on trips. They are expected to follow all district and band policies.**
- ❖ **Students may be sent home at their own expense for any infraction.**

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**Williams Field High School Band Program  
Contract and Communication Form**

The Williams Field Band Program has a very active and has a busy performance schedule. It is important that everyone is up to date on the activities so you can not only know what your students are up to and hopefully join in, but also know where and when they need to show up for those activities. We are passionate about communication with our band families and keeping them informed on the ongoing activities of the program. We send out updates through emails, canvas, and use text messaging for quick communication and volunteer reminders.

Once you have finished reading through the band handbook, please fill out the online google form by **July 30<sup>th</sup>, 2021**.

There are 2 ways to access the online google form:

Google form link: <https://forms.gle/msNVXU5VnN2BrAYbA>

OR

Scan the QR code:

