

Vero Beach High School Fighting Indians Band

2023 – 2024 Handbook & Operations Guide



Tradition, Pride, and Excellence

Colbert Page Howell, Jr. & Sean Srigley, Directors



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PREFACE

This document has been written to provide band members, parents, and other interested persons with information concerning the various phases, activities, and policies of the Vero Beach High School Band. The policies, rules, traditions, and guidelines set forth are in place to provide a quality musical and band experience for all students. Knowledge of the contents of this document is the responsibility of the VBHS band student and band parent.

School rules and policies are enforced at all times when a student is directly or indirectly involved in any activity sponsored by or in the name of Vero Beach High School.

The band director(s) may suspend or amend any portion of this document at any time if deemed in the best interest of the band program.

The Vero Beach High School Band and its Directors are members of the National Band Association, Florida School Music Association, Florida Music Education Association, and the Florida Bandmasters Association. The VBHS Band operates within the guidelines and policies of these organizations along with those of Vero Beach High School and the School District of Indian River County.

PART ONE – PROGRAM OVERVIEW

The overall purpose of the Vero Beach High School Band is to provide the student members of the *Fighting Indians Band* the best musical, educational, social, and self-development opportunities possible.

MISSION STATEMENT

We are the Vero Beach High School Band.

Together, we strive for excellence in all our endeavors.

United, we perform with superior standards.

With each other at our sides, we believe in upholding our tradition, while also looking to the horizon.

By accomplishing our mission, we show our commitment to uphold the legacy and establish the foundation of THE PRIDE OF THE TREASURE COAST.

Voted and approved by the Senior Class of 2023

This mission shall remain in effect until amended or reconstructed by future senior classes at their discretion.

OBJECTIVES OF THE VERO BEACH HIGH SCHOOL BAND

- **Musical/Educational**: To develop well-trained musicians and visual performers who are skilled in the basic fundamentals of solo, small ensemble, and large ensemble performance.
- **Cultural**: To foster the continued development of fine arts appreciation and understanding through the study and performance of quality musical literature and visual repertoire.
- **Service**: To lend color and atmosphere to certain school and community affairs while promoting and enhancing the dignity and reputation of Vero Beach High School.
- **Citizenship**: To develop the ability to function as responsible members of the band, to enhance the ability to interact with others in a positive manner, and to develop the ability to function as a responsible member of the community.
- **Recreational/Social**: To provide students with opportunities for worthy use of personal time, an emotional and creative outlet, and wholesome - worthwhile social experience.

BAND MEMBER EXPECTATIONS

To attain the highest level of excellence and gain the biggest rewards of being a band member, it is necessary that all members of the band live by the following principles:

- Treat yourself, other band members, directors, and parents with respect.
- Attend all required events and be on time.
- Be prepared – have all equipment and show up to rehearsal with all music learned.
- Maintain a positive attitude and good work ethic. Always strive to be the best at whatever you do.
- Clean up after yourself and take care of all personal and school equipment.
- Participate in fundraisers and stay current on all band financial responsibilities.

PARENT EXPECTATIONS

It is the responsibility of every parent and guardian to support the policies outlined in this handbook. Each parent should ensure their student attends all required band functions and practices their instrument or routines daily. Both the parents and the band director should present a united front in positive support of the band program. Parents are also expected to volunteer as a chaperone or in some other manner.

EXPECTATIONS OF STUDENT CONDUCT

Conduct of each band member must be exemplary in the areas of citizenship, adherence to rules, and traditions of the band and school. Band members are constantly on display and each member must always be aware of the importance of the impression they make on others. Any infraction or incident discredits the band and school as a whole.

Below are general good conduct principles of band:

- **Social Networking**: Band members are expected to refrain from posting any information on social networking sites that may cast any discredit upon the band. Doing so can result in serious consequences. All band members are required to sign the Social Media Contract prior to the start of each band year.
- **Bullying or Hazing**: Any form of bullying or hazing is unacceptable and will result in consequences. All band members are required to sign the Bully and Hazing Contract prior to the start of each band year.
- **Illegal Drug and Substance Use**: Any use of illegal drugs/alcohol is unacceptable and will result in consequences. As per Vero Beach High School policy, students are subject to random drug testing. Please refer to the SDIRC Student Code of Conduct. All band members are required to sign the Random Drug Testing Consent Form prior to the start of each band year.

Students in high school are expected to use reasonable judgment in their actions and avoid conduct that is unsafe. Students should refrain from any action that may damage school or personal equipment. Students who violate the band and school expectations of good conduct may be subject

to consequences. The Indian River County School Code of Conduct and Vero Beach High School Code of Conduct are in effect for all band functions.

MEMBERSHIP IN THE FIGHTING INDIANS BAND

The band program is open to all students at Vero Beach High School who demonstrate respect for others, responsibility, desire, proper attitude, conduct, and the ability to be a member of the band. Students desiring membership are required to audition for placement.

Students enrolled in the co-curricular courses Band I through VI and Eurhythmics I through IV constitute the mainstream band program at Vero Beach High School. Band I through VI is a prerequisite for enrollment in Jazz Band I through IV. Band, Jazz Band, and Eurhythmics courses are year-long commitments with students receiving elective credit. Schedule changes out of these classes during the course of the academic year are not allowed.

Students who play guitar, piano, or bass (but do not play a woodwind, brass, or percussion instrument) may enroll in a jazz band class provided they are a current member of either the VBHS Orchestra or Chorus or take regular private lessons. These students must complete an audition and have approval of the band directors.

Students are placed in ensembles and assigned parts by audition, evaluation of bands-men-ship, and instrumentation needs. Students may be reassigned at the professional discretion of the directors. Students may be suspended from participation in any ensemble for any reason as deemed by the directors to be in the best interest of the band.

Membership and renewal of membership in band is contingent upon the student being in good standing at the end of each academic year.

Dismissal from Band: On a rare occasion a student may be dismissed from band for any action that:

- Cast serious discredit upon themselves and the band as a whole.
- Undermine or jeopardize the band's goals, mission, and activities.
- Place the safety of students or others at risk.
- Grossly violate the SDIRC Code of Student Conduct.

MEMBERSHIP IN THE COLOR GUARD

Membership in the Color Guard is open to all students at Vero Beach High School. Membership is determined by audition and evaluation of a student's school attendance, discipline, and academic standing. Members must attend summer rehearsals and band camp. The Color Guard is a year-long commitment (Fall Marching Band and Winter-Spring Indoor Color Guard). Students receive elective credit for a full year of participation. Schedule changes out of these classes during the academic year are not allowed. Incoming freshman students who join color guard and who played an instrument in middle school band are expected to play their instrument in one of our concert bands for their freshman and sophomore years. This policy may be waived if there is an unavoidable schedule conflict.

ACADEMIC ELIGIBILITY REQUIREMENTS

ALL VERO BEACH HIGH SCHOOL AND IRC SCHOOL DISTRICT POLICIES SUPERCEDE ANY VBHS BAND ELIGIBILITY REQUIREMENTS AND POLICIES.

VBHS Band members are expected maintain *at least* an unweighted 2.0 GPA in all their classes. Any student who falls under a 2.0 GPA may, at the discretion of the band directors, lose their good standing status.

IN GOOD STANDING

The term *in good standing* refers to a student who is a current member of the band, academically eligible, has fulfilled the terms of the band contract, and is fully active (day 1 of school through day 180) and participating as a committed member of the band or color guard.

Students who have been chronically absent from both band and academic classes, after school rehearsals or performances are not considered to be in good standing.

COMPONENT ORGANIZATIONS OF THE VERO BEACH HIGH SCHOOL BAND

- The Fighting Indians Band is the entire band program (woodwinds, brass, percussion, color guard, Fighting Indians Band Boosters). All students are members of the Fighting Indians Band.
- Marching Band is comprised of all woodwind, brass, percussion, and color guard students in the Fighting Indians Band. Participation in the Marching Band is required of all students.
- Symphonic Band is the flagship concert band. Membership in the Symphonic Band is open to students in grades 9 through 12 and is determined by a highly competitive audition. Students in this ensemble can perform grade 5 and 6 literature and are the most serious and dedicated musicians in the Fighting Indians Band.
- Philharmonic Band is a concert band comprised of students in grades 9-12. Membership in the Philharmonic Band is determined by audition. Students in the Philharmonic Band can play grade 3 and 4 literature and are aspiring to one day perform as a member of the Symphonic Band.
- Instrumental Techniques is a band class comprised of students in grades 10-12. Students in this class focus on instrumental fundamentals. These students perform as part of the marching band. No audition is required for placement in this class. Any student wishing to perform with a concert band must audition. Once the audition is completed, they may perform as a member of the Philharmonic Band.
- Chamber Winds/Brass Ensemble is a highly select wind and brass ensemble with flexible instrumentation. Membership in the Chamber Winds/Brass Ensemble is appointed by the band directors and is comprised of students from the Symphonic Band.
- Percussion Ensemble is open to all Fighting Indians Band students who play percussion instruments. Personnel is determined by demands of the repertoire.
- Orchestra Winds perform as part of the Vero Beach High School Symphony Orchestra. Personnel for the Orchestra Winds is appointed by the director and is comprised of students in Symphonic Band. The instrumentation of the orchestra winds is determined by the demands of the repertoire.

- Color Guard is the visual ensemble of the Fighting Indians Band. Membership is determined by a highly competitive audition. The Color Guard performs as part of the Marching Band in the fall and as the Indoor Guard during the winter and spring.
- Fighting Indians Band Boosters is the parent/community support organization for the Fighting Indians Band. Membership is open to anyone provided they pay any required annual membership dues and have a child in band.
- Jazz Band is the flag ship jazz band and is comprised of the most serious jazz students. Membership is comprised of students in grades 10 through 12 and is determined by a highly competitive audition.
- Studio Jazz Band is an advanced level jazz band comprised of students in grades 9 through 12. Membership is determined by audition.
- Lab Band is comprised of students in grades 9 through 12. Membership is open to all students interested in jazz and who play a jazz instrument.
- Band Leadership Team is comprised of elected and appointed student leaders. Membership is determined by an application process and is open to students in grades 10 through 12.

AUDITIONS – WINDS AND PERCUSSION

Auditions are generally held near the latter part of the 2nd semester each year. Audition results are used for grading, ranking, determining part assignments, and ensemble placement. Audition results are final. Audition recordings (if any), evaluation sheets, mass results, and other materials related to the auditions are confidential and are not released. Individual students and their parent-guardian(s) may request a conference to review their personal audition regarding how they may improve in the future. All musicians in 9th, 10th, and 11th grades are required to audition each spring (even if they are not returning to band the next year).

Auditions for the Marching Band Percussion Section (Field Battery and Front Ensemble) are conducted separately from the semester auditions. Initial placements in the Marching Percussion Section are on a temporary basis and subject to change throughout summer band activities (Kick-Off Camp, Summer Rehearsals, and Band Camp). Students assigned to marching bass drum will be required to sign a commitment contract. Kick-Off Camp and Band Camp are mandatory for marching bass drum.

AUDITIONS – COLOR GUARD

Auditions are generally held near the latter part of the 2nd semester each year. Audition results are used as a tool for grading, ranking, part assignments, and placement in both the Marching Band Color Guard and the Indoor Color Guard.

Audition results are final. Evaluation sheets, mass results, and other materials related to the auditions are confidential and are not released. Individual students and their parent-guardian(s) may request a conference to review their personal audition regarding how they may improve in the future.

ACTIVITIES OF THE BAND

Students enrolled in band courses I through VI and Eurhythmics I through IV (Color Guard) are required to participate in all aspects of the band program including marching band, concert band, and winter color guard. Rehearsals, performances, Summer Kick Off Camp, Band Camp, and all events posted on the official band calendar are required. All after school rehearsals and performances are considered an extension of the classroom and are therefore required laboratory and practical applications of the curriculum. Students are responsible and accountable for their attendance and the quality of their participation.

Members of the band participate in the following:

A. Marching Band (Fall)

Required Activities:

- Kick-Off Camp
- Band Camp (2 weeks)
- After School Rehearsals
- Football Games
- Pep Rallies
- Parades (Holiday / M. L. King Day)
- Marching Festivals (FBA and Other Independent Festivals)
- Bowl Game Appearances
- Crown Jewel Marching Festival
- Community Service Performances

B. Concert Bands (Symphonic Band and Philharmonic Band)

Required Activities:

- Fall Concert
- Winter Concert
- FBA District and State Music Performance Assessment
- Red, White, and Blue Concerts
- Symphonic Band Camp
- Spring Concert
- After School Rehearsals
- Special Conventions / Festival Performances (Symphonic Band only)
- Community Service Performances
- Symphony Orchestra Performances as assigned (Symphonic Band only)
- Veterans Day & Memorial Day Ceremonies
- Commencement Ceremony

C. Jazz Bands

Required Activities:

- Community Service Performances
- FBA Jazz MPA
- Special Conventions (Jazz Band only)
- Fall Jazz Concert
- Winter Concert (Jazz Band only)
- Big Band Bash Jazz Band Concert
- Red, White, and Blue Concerts (Jazz Band only)
- Spring Jazz Band Concert
- School/Community Service Events

D. Color Guard

Required Activities:

- Kick Off Camp
- June Color Guard Camp
- Band Camp (2 Weeks)
- Football Games
- Pep Rallies
- Parades
- After School Rehearsals
- Marching Festivals (FBA / Other Independent Contests)
- Bowl Game Appearances
- Winter Indoor Guard Festivals (FBA/ Other Independent Contests)
- Crown Jewel Marching Festival
- Spring Color Guard Recital
- Community Service Performances

PART 2 – POLICIES AND PROCEDURES

STUDENT CONDUCT

Level I – Misconduct (resets at the beginning of each 9 weeks)

The following actions or behaviors are considered violations of the student conduct expectations:

- Unapproved or excessive tardiness
- Cell phone policy violation
- Food, gum, or drink at inappropriate times or places
- Improper handling of instruments, equipment, items or property not belonging to you
- Locker infractions
- Disruptions
- Dress code violations
- Breaking posted band room rules

Consequences:

- First Occurrence – Warning
- Second Occurrence – 2nd Warning
- Third Occurrence – After school detention or service assignment
- Fourth Occurrence – Parent contacted and the student will lose participation privileges for the remainder of the activity or be sent home
- Fifth Occurrence – Administrative referral and the student is considered no longer *in good standing*. The student will not be allowed to perform or participate in any band activity until the behavior is resolved.

NOTE: Any student who is not able to participate in any required band activity will be given an alternate assignment for academic credit.

Level II – Misconduct

The following actions or behaviors are considered Level II violations of the student conduct expectations:

- Rudeness to staff, leadership team, chaperones, other students
- Defiance of authority
- Destructive behavior - conduct

Consequences:

- First Occurrence – After school detention or service assignment assigned
- Second Occurrence – Parent contacted and the student will lose participation privileges for the remainder of the activity or be sent home
- Third Occurrence – Administrative referral and the student is considered no longer *in good standing*. The student will not be allowed to perform or participate in any band activity until the behavior is resolved.

NOTE: Any student who is not able to participate in any required band activity will be given an alternate assignment for academic credit.

Level III – Misconduct

The following actions or behaviors are considered a Level III violation of the student conduct expectations:

- Any clear or suspected illegal act or conduct
- Social media actions such as cyber bullying, threats, and inappropriate texting of illicit materials or photos
- Gross disrespect
- Gross Defiance of authority – noncompliance
- Gross rudeness, crass remarks, behaviors, or profanity
- Abuse and damage of instruments, uniforms, equipment, accessories, or school facilities
- Bullying, harassment, hazing, threats
- Fighting, loud arguing, out-of-control behavior
- Reckless conduct and endangerment of others or oneself
- Tobacco, alcohol, or drugs
- Theft
- Misconduct on trips
- Willful disobedience or noncompliant behavior
- Objectionable or inappropriate items at band activities or on trips
- Acts that cast discredit and embarrassment upon the band and school

The above-mentioned actions and behaviors are serious and may result in the student receiving an immediate administrative referral and be subject to consequences of the SDIRC Student Code of Conduct. Students may be deemed no longer in good standing and immediately suspended from all band activity. Certain infractions from the above list may also require notification of law enforcement and may constitute dismissal from the band program (even if the situation is a first occurrence). In the event of any additional or repeat behavior that listed as a Level III misconduct, the student will be considered noncompliant and unwilling to conduct themselves appropriately and will be dismissed from the band altogether.

Any student who commits a misconduct from the Level III list at any after school hours activity (on or off campus) or on a trip will be isolated and immediately suspended from all band activities. School administration and parents will be notified as soon as possible. Law enforcement may be contacted. Parents will be requested to pick-up their student as soon as possible or grant permission for them to return home by whatever means may be deemed appropriate and practical. Students not able to be picked up or not able to return will remain isolated and suspended from the group and under the supervision of staff or chaperones for the remainder of the band activity.

LOSS OF PARTICIPATION PRIVILEGES

In the event a student does not meet the expectations outlined in this handbook, they may lose participation privileges.

Marching Rehearsals & Performances

- Students are to sit in an area designated by the band directors for the duration or remainder of the rehearsal or performance.
- Any student who is not allowed to participate in a marching band performance is expected to wear the designated uniform for the performance.

- Students who lose participation privileges will receive partial academic credit for the rehearsal or performance. Any student wishing to earn full credit must complete a makeup assignment.

Concert Rehearsal & Performance

- Students are to sit in an area designated by the band for the duration or remainder of the rehearsal.
- Any student who is not participating in a concert performance should sit in a designated seat in the audience.
- Students who have lost participation privileges for concert performances should wear the designated uniform for the performance
- Students who lose participation privileges will receive partial academic credit for the rehearsal or performance. Any student wishing to earn full credit must complete a makeup assignment.

ATTENDANCE POLICY

Class Attendance Policy (Band & Academic)

Students are expected to attend both band and academic classes daily. Any student who does not attend at least 4 of their 7 classes in a single school day may, at the discretion of the band directors, lose participation privileges at after school rehearsals or performances. Additionally, students who do not regularly attend school may be subject to attendance consequences imposed by Vero Beach High School and the School District of Indian River County.

Chronic absences in both band and academic classes immediately prior to upcoming performances may, at the discretion of the band director, result in the student not performing.

Consistent class attendance is being present in class 90% or more school days counting from day 1 to the most recent day of the school year.

Chronic class absence is being absent (regardless of reason) from a class or school day 10% or more of the 180 school days comprising the school academic year.

Rehearsal Attendance Policy (Laboratory Activity)

All rehearsals are MANDATORY! The minimum expectation is 100% attendance.

Any student with chronic absences from after school rehearsals prior to an upcoming performance may, at the discretion of the director, not be allowed to perform.

During football season, any student who is absent from 100% of the rehearsals in a given week, regardless of reason (approved or unapproved), may not be allowed to perform at that week's football game.

Absences from a non-school hour required band activity are classified as either *approved* or *unapproved*.

Approved Absences:

1. The reason for the absence must meet the below listed criteria.

2. A Pre-Arranged Absence Form has been submitted 7 days prior to a rehearsal.
3. In the event of sickness or emergency, an Emergency Absence Form has been submitted within 24 hours of the student returning to school. Additionally, the student or parent has contacted the band office within 24 hours of the absence.

Please note: Approved absences for reasons other than approved school activities require a makeup assignment to be completed for academic credit. Makeup assignments must be completed within 10 days of the absence.

Unapproved Absences:

1. The reason for the absence does not meet any of the Approved Absence Criteria OR it appears on the criteria list for Unapproved Absences.
2. The student has not submitted the Pre-Arranged Absence Form OR the Emergency Absence form and followed the instructions on each form.
3. Consequences of unapproved absences include the following:
 - a. During marching season, for each Unapproved Absence from a rehearsal, the student will lose 3rd quarter break & loss of the student's halftime performance privilege at the immediate football game after the absence. The student is still expected to attend the game and perform in the stands.
 - b. During concert season, for each Unapproved Absence from a rehearsal, the student will be assigned after school detention to be served on the next immediate weekly after school detention day. Failure to attend the after-school detention may result in an Administrative Referral.

Please note: Students may complete a makeup assignment to receive academic credit for the absence. Makeup assignments must be completed within 10 days of the absence.

Performance Attendance Policy (Practical Application)

There are few acceptable reasons for missing a performance. Every student is a vital member of the band and absences negatively affect those around them more so than the student who is absent.

All performances are MANDATORY! The minimum expectation is 100% attendance.

Approved Absences:

1. The reason for the absence must meet the below listed criteria.
2. A Pre-Arranged Absence Form has been submitted 21 days prior to a performance.
3. In the event of sickness or emergency, an Emergency Absence Form has been submitted within 24 hours of the student returning to school. Additionally, the student or parent has contacted the band office within 24 hours of the absence.

Please note: Approved absences for reasons other than approved school activities require a makeup assignment to be complete for academic credit. Makeup assignments must be completed within 10 days of the absence.

Unapproved Absences:

1. The reason for the absence does not meet any of the Approved Absence Criteria OR it appears on the criteria list for Unapproved Absences.
2. The student has not submitted the Pre-Arranged Absence Form OR the Emergency Absence form and followed the instructions on each form.
3. Consequences of approved absences include the following:
 - a. During marching season, for each Unapproved Absence from a performance, the student will lose of 3rd quarter break & forfeiture of the student's halftime performance privilege at the next *two* immediate football game after the absence. The student is still expected to attend the game and perform in the stands.

- b. During concert season, for each Unapproved Absence, the student will be assigned two 30 minute after school detentions to be served on the next two immediate after school detention days. Failure to attend the after-school detention may result in an Administrative Referral.

Please note: Students may complete a makeup assignment to receive academic credit for the absence. Makeup assignments must be completed within 10 days of the absence.

Approved Absences (Rehearsals & Performances)

Below is a list of Approved Absences (provided absentee procedures have been followed):

- Death in family.
- Personal Illness - *The student is expected to have a doctor's note stating the student's inability to participate.*
- Extenuating circumstances (one time only) or circumstances relating to a personal or family emergencies may be considered for approval on an individual basis. A parent should contact the band directors explain the circumstance.
- Participation in VBHS school athletic or other competitive teams and other Performing Arts Department organizations. Absences for these activities may be approved at the discretion of the band directors. Field trips or similar activities will be considered at the discretion of the band directors. Students must follow all absentee procedures in order for the absence to be considered approved.

Students are expected to complete make-up assignments for each absence in order to avoid the loss of academic credit. *Absences not made up within 10 school days will be not be given academic credit.*

Unapproved Absences (Rehearsals & Performances)

Below is a list of Unapproved Absences:

- Non-emergency doctor appointments
- Club meetings
- Birthday celebrations
- Driver's license appointments
- Vacations during the school year
- Community affairs
- Dual enrollment college class
- Work
- Non VBHS musical organizations rehearsals/performances

Absences to attend club meetings, team practices, or similar events without prior permission (i.e. Pre-Arranged Absence Form) from the directors will not be approved.

Students are expected to complete make-up assignments for each absence in order to avoid the loss of academic credit. *Absences not made up within 10 school days will be not be given academic credit.*

Absentee Procedures

The following is the procedure for being absent:

1. For Pre-Arranged Absences (i.e. you know ahead of time that you will be absent):
 - a. A Pre-Arranged Absence Form must be submitted 21 days prior to a performance and 7 days prior to a rehearsal.
 - b. The student must speak with the Band Director when submitting this form.
 - c. Submission of the Pre-Arranged Absence Form does not guarantee approval.

- d. Failure to follow procedures may result in the absence being deemed unapproved.
2. For Emergency Absences (i.e. sickness or sudden death in the family)
 - a. A parent must notify the band directors of the situation by phone or e-mail prior to the absence or within 24 hours after the absence.
 - b. The student must submit an Emergency Absence Form within 24 hours of returning to school.
 - c. Submission of the Emergency Absence Form does not guarantee approval.
 - d. Failure to follow procedures may result in the absence being deemed unapproved.

The Importance of Attending Rehearsals and Performances

One of the main factors affecting a student's progress is consistent playing time on their instrument. One of the consequences of being absent is the loss of playing time and the opportunity to build muscle memory, consistency, and endurance. Additionally, every student has an important role in the music making process. Student absenteeism makes it difficult for others to effectively rehearse. When students are absent from after school and class rehearsals, they are solely responsible for learning and mastering all concepts and information covered during the rehearsal. Additionally, students are accountable for missed playing time in both rehearsals and performances.

Participation in Non-Band Activities

Students are encouraged to participate in other school activities. Every possible effort is made to make allowances for students active in VBHS athletics, academic organizations, or other worthy VBHS activities. Schedule conflicts with band and other activities are unavoidable from time to time. We are generally not able to work around non VBHS activities.

Dual Enrollment Collegiate Classes must be scheduled around the band calendar. When scheduling college classes, remember that the Marching Band rehearses every Tuesday and Thursday during the fall semester. During the spring, the rehearsal schedule varies. Please communicate (in advance) with your college professor and let them know of your conflicts.

All parents, students, coaches, adult sponsors, etc. must understand that participation is shared on a reasonable basis allowing for quality participation in both band and the other activity. In the event of a conflict with a band performance, the band performance must be of prime consideration.

When conflicts arise with other VBHS activities, the following steps are to be taken:

- Parents and students should notify all concerned parties of the problem WELL IN ADVANCE. Students should file a Pre-Arranged Absence Form at least 21 days prior to a performance and 7 days prior to a rehearsal.
- All adults involved should meet to find a solution.
- In the event an agreement over the resolution of a conflict cannot be reached, a meeting with the VBHS Principal is required. In the event the VBHS Principal or other administrator is not available the decision of the band director is final.

STUDENTS ARE EXPECTED TO ATTEND FESTIVALS, MPAs, OR MAJOR CONCERTS, EXCEPT FOR IN THE INSTANCE OF AN UNRESOLVABLE SCHOOL CONFLICT.

Working Students

If a student accepts employment, they must have an understanding with the employer that they will schedule the student's work schedule around the band schedule. It is the student's responsibility to provide a copy of the band schedule to their employer. Work will not be accepted as an approved reason for being absent. Every effort will be made to provide adequate advanced notice for called rehearsals and other band events.

Promptness

Being late to band activities is not acceptable. Being on time means the student is prepared and in place for a rehearsal or a performance at the designated start time. It is suggested that the students arrive 15 minutes in advance of the starting time for rehearsals. Unapproved tardiness of 10 or more minutes may result in the student not being allowed to participate in the activity. Additionally, any student who is late 5 or more times per 9 weeks grading period may lose performance privileges.

VBHS 90% Attendance Policy

To be eligible to perform with the band, students must attend at least 90% of their academic classes. Any student who falls below 90% attendance will lose performance privileges. Additionally, students who are under 90% attendance may not travel with the band to any away games or away performances. Students may still attend performances at VBHS and home football games with the band as nonperforming members. Students may be asked to help move equipment or do some other type of service. Any student who has lost performance privileges is expected to wear the required uniform of the event.

Students wishing to have their 90% attendance status updated or cleared must do so by 2:15 p.m. on the day of all home football games. For away football games, it must be cleared by 8:00 a.m. on the day of the away game. During concert season, 90% attendance must be cleared 24 hours in advance of the start of the performance.

Please note that the VBHS Administration updates or clears 90% attendance NOT the band directors (band directors do not have the authorization).

GRADING POLICY

Academic grades in the Fighting Indians Band are determined by rubric. Rubrics are adjusted each grading period. In general, grades are based on the following:

- Preparation & Professionalism:
 1. Students are expected to be consistently present, focused, and actively participating in music making or other class activities.
 2. Students are expected to consistently have their instrument, accessories, tuners, music with folder, and pencil at each rehearsal.
 3. Students are expected to consistently demonstrate musically responsible ensemble skills.
- Classwork
 1. There will be 1 to 2 graded class assignments per week in each band class.

- Musical Performance Skills:
 1. Scales
 2. Etudes and Exercises
 3. Rehearsal and Performance Repertoire
 4. Play offs/assessments

Musical Performance skills are assessed by music performance play-offs. Assessments are rubric based and assess the following areas: Tone, Tuning, Note Accuracy, Interpretive Articulation, Time-Tempo, Rhythm, Dynamics, and Musical Expressions.

- Laboratory and Practical Applications (defined as rehearsals and performances that occur beyond the school day or school week):
 1. Students are expected to be consistently present and on time for the activity, focused, and actively participating in music making. Professional deportment and etiquette is expected.
 2. Students are expected to consistently have their instrument, accessories, tuners, music with folder, and pencil at each rehearsal or performance
 3. Students are expected to consistently demonstrate musically responsible ensemble skills and performance professionalism.
 4. Students are expected to be appropriately groomed and follow the required attire guidelines for the rehearsal or performance.

Late Work and Make-Up Assignments

Students absent from class are responsible for any information, assignments, or rehearsal repertoire missed. It is the student's responsibility to ask the director for and complete make-up work. All late work must be submitted by the last day of the 9 weeks grading period.

All absences from after school rehearsals and performances must be made up. Make Up assignment procedures are published at the beginning of each semester. Make-up assignments are due within 10 calendar days of the absence or return to school. Make up assignments for absences occurring within the last 10 calendar days of the 9-week grading period are due no later than the last day of the 9-week grading period.

MARCHING BAND POLICIES AND PROCEDURES

All students in the Fighting Indians Band (woodwinds, brass, percussion, color guard) are required to participate in the Marching Band. In the event a student requires an exemption from Marching Band, the following policies are in effect after having a conference with the student, band director, and parent:

Fall Sports Waiver

Students who are granted a marching band waiver to play a fall sport WILL be required to learn the marching fundamentals and musical repertoire. These students are only exempt from rehearsals and performances directly in conflict with sports games or practices. This waiver generally only applies to students participating in VBHS Varsity Football. A contract will be drawn up with the guidelines of the waiver and signed by all parties.

Medical Waiver

In the event that a student, through a doctor's order, is unable to participate fully in the marching band or possibly the concert aspect of band, a specifically developed alternative plan providing for participation in the program will be developed. No student with physical or health problems will be excluded from membership in the Vero Beach High School Band. It is however, expected that students with medical waivers participate in every aspect of the program NOT effected by their medical exemption.

Members with either the Fall Sports Waiver or the Medical Waiver are required to meet the following requirements:

- Attend summer band activities as appropriate (see contract for specifics).
- Purchase official Class B & C uniforms (band shirts, band shorts, white shoes, and white socks) and concert band uniform accessories.
- Attend uniform fitting session during the summer as per published calendar.
- Perform with the full band at all events except those in direct conflict with the specific fall sport (see contract for specifics).
- Participate in all fundraising activities.

Members on the Fall Sports or Medical Waiver have full membership benefits in the band program provided they meet the above requirements.

Marching Band Rehearsal Requirements

The following is required at all Marching Band rehearsals:

- Proper rehearsal attire (shirt, shorts, and shoes)
- Instrument, all percussion equipment, all color guard equipment
- Field markers (stored in shed at band field)
- Coordinate sheet (stored in shed at band field)
- Music flip folder or music binder
- Official VBHS Band water jug (must be filled with water prior to rehearsal)
- Pencil

Any student who is missing any of the required materials 5 or more times per 9-week grading period will lose 3rd quarter break at the next football game. Any student who is missing the required materials 10 or more times per 9 weeks may lose participation privileges.

Marching Season Rehearsal Attire

Tuesday Rehearsal Attire:

- Dark colored shorts (finger-tip length or longer)
- Gray Indian T-shirt (color guard will wear the red color guard T shirt)
- White sneakers
- Hats are not allowed

Thursday Rehearsal Attire:

- Dark colored shorts (finger-tip length or longer)
- White show shirt
- White sneakers
- Hats are not allowed

Any student who wears the incorrect uniform 5 or more times per 9-week grading period will either lose 3rd quarter break at the next football game. Any student who wears the incorrect uniform 10 or more times per 9 weeks may lose participation privileges.

Marching Rehearsal Procedures

The Marching Band has specific procedures to follow at all rehearsals. A separate document with these procedures will be handed out during the first week of school. Students are expected to follow these procedures at every rehearsal. Failure to do so may result in the student losing participation privileges for the activity.

Marching Performance Procedures

The Marching Band has specific procedures to follow for all performances. A separate document with these procedures will be handed out during the first week of school. Students are expected to follow these procedures at every rehearsal. Failure to do so may result in the student being benched for the activity.

Notice Regarding Marching Band Activities

Marching band is a physical activity that requires the following physical activities:

- Marching for long periods of time in rehearsals and performances.
- Marching maneuvers that may put stress on the legs, knees, and feet. These may include quickstep marching, kneeling, abrupt facing maneuvers, etc.
- Other activities may include running or jogging around the rehearsal field or track and other normally accepted physical education exercises or activities.

Under normal circumstances healthy students rarely, if ever, experience any problems due to marching activities.

Any parent who foresees a potential problem or possible injury, accident, or other health related issue should consult a physician for advice.

Students with prior history of knee injuries, leg injuries, other bodily injuries, or health problems are required to submit a statement from a physician stating that the student is physically able to participate in marching activities.

If a student, through a doctor's order, is unable to fully participate in marching or concert activities of band, a specifically developed alternative plan for participation in the program will be developed to the furthest extent possible. *No student with physical or health problems will be excluded from membership in the Vero Beach High School Band.*

Medical Issues and Band Activities

The health and safety of all students participating in band activities is important. The following policies are in place to provide for the health and safety of band members.

- 911 assistance will be called immediately by band directors, band staff, or an onsite medical professional if a student exhibits or presents any symptoms or evidence of a medical issue or injury that is serious or life threatening.

- Students who sit out (do not participate) during an activity for more than 20 minutes and who are unable to return to the rehearsal must be picked up by a parent or responsible party within 30 minutes. If this is not possible, a decision will be made by the band directors and/or medical professional to call for 911 assistance.
- Students who sit out (do not participate) during an activity more than two (2) times during the same activity must be picked up by a parent or responsible party within 30 minutes. If this is not possible a decision will be made by the band directors and or medical professional to call for 911 assistance.
- Students who sit out (do not participate) during a single activity three consecutive times or a total of five (5) times throughout the marching season will be required to provide a written health statement from a physician clearly stating the diagnosis and clearly stating that the student is physically fit to return to participation in band activities (the student may be reassigned to a shadow spot in the halftime show).

Halftime Show Drill Spot Assignment Policy

It should be considered an honor and privilege to be assigned a spot in the halftime show.

Two types of spots are assigned:

- Performance Spot – The student performs at all games and contests.
- Shadow Spot – The student performs at most games (except those immediately preceding a contest). A student who has been assigned a shadow spot may be moved to a Performance Spot should one become available and provided they have good attendance, a positive attitude and a strong work ethic.

Criteria for selecting students for a performance spot in the halftime show:

1. A student must be present for 100% of Band Camp Week 1 and Band Camp Week 2.
2. Students who attend 100% of Kick Off Camp will be given priority for a performance spot. Any student who is absent from Kick Off Camp and does not submit a Pre-Arranged Absence Form will not be assigned a performance spot.
3. For sophomores, juniors and seniors the number of times a student visited the med tent during the previous marching season will be a consideration when assigning performance spots. Additionally, the number of absences a student has in the previous marching season will also be a consideration.
4. Only students with exemplary behavior, a positive attitude, great work ethic, and are on time will be given priority when selecting performance spots.

A student may lose their performance spot by doing one or any of the following:

1. Falling under the VBHS 90% Attendance Policy.
2. Habitual absenteeism (either approved or unapproved absences) from after school rehearsals, performances, and academic classes during the school day.
3. Losing Good Standing Status with the band.
4. Chronically visiting the med tent or sitting out at rehearsals and performances.
5. Consistently showing poor behavior or a negative attitude.
6. Being consistently late to rehearsals and performances.

Any student who loses their performance spot may be assigned a shadow spot unless the student loses their Good Standing Status with the band.

Shadow Spot Policies:

1. Student who are assigned a Shadow Spot are not guaranteed to be placed in a Performance Spot.
2. In the event a Performance Spot opens, the following criteria will be used to determined which Shadow Spot students will move into a vacant performance spot:
 - A. The student attended 100% of Kick Off Camp and Band Camp.
 - B. The student is consistently on time to rehearsals and performances.
 - C. The student has a positive attitude and a good work ethic
 - D. The student plays the instrument that the spot is charted for (or it closely resembles the instrument).
 - E. The student rarely sits out during rehearsals or performances.
3. Shadows will march at all football games except those immediately preceding Crown Jewel, FBA Marching MPA and any contests that the band may attend.
4. Shadows will play their instruments from the sideline at any competition, Crown Jewel, FBA Marching MPA, or any game immediately preceding these events.

VBHS Band Stadium Student Policies

- The Band will parade or march in ranks and / or files to the stadium in an orderly fashion as a group. The band **NEVER** moves to and from the stadium except in this manner.
- The Band sits in assigned seats and rows and will keep horizontal and vertical lines straight; keep your hats and water bottles in line with the emblem to the front.
- No drinking, eating, or gum in the stands (other than the water provided).
- Students are allowed to go to the rest room after being dismissed by their Section Leader and Drum Major. **One** student per section at a time. All students will be accompanied to and from the rest room by a chaperone.
- Students are to remain in the stands formation until dismissed for rest room, halftime, or the end of the game.
- Cell phones or other electronic devices are not allowed in the courtyard or stadium.
- Third Quarter break is for using the rest room and having water. **Once the band returns to the stands from break there are NO FURTHER rest room dismissals** (exception for ill students or those with a rest room emergency).
- Third Quarter break is also a time to interact as a band. **Please stay clear of the fence and avoid contact with non-band members.** If we are hosting a visiting band, you are expected to meet and greet our guests. Please remain in full uniform and do not sit on the ground. Instruments will be lined up by section.
- Visitors are not allowed on the track at any point during the game. Only visitors who have received a stadium pass from the band office are allowed in the band area of the stadium.
- Due to the size of the band and Citrus Bowl seating capacity rules set by the VBHS administration, alumni are not allowed in the stands at any time (including 4th quarter).
- The band will begin moving back to the stands at the **7-minute mark**. The entire band is to be seated in the stands at the **3-minute mark** on the 3rd quarter game clock. In the event of a meet and greet with the visiting band, we will begin moving to the stands at **the 6-minute mark**. The entire band is to be seated in the stands at **ZERO** on the 3rd quarter game clock. The band will first organize into sections and then move to the stands in section order.
- The band will leave the stands in an orderly manner and will block up on the track for the march back to the band room. Once the band arrives back at the band room, students will then be dismissed to store uniforms and equipment, clean the building, and have a final meeting prior to dismissal. **Do not leave until dismissed by the band directors or drum major.**

UNIFORMS

Uniform Policies

- Band members will be assigned uniforms before school starts. Each student who uses a school-owned uniform is responsible for any loss or damage to his/her uniform. Each student will be assessed a cleaning and maintenance fee in order to insure the continued life and up-keep of their uniform.
- Any items not stored at school are the responsibility of the student who must keep them clean, in good repair, and ready for use.
- Accessories to the uniform (shoes, gloves, socks, etc.) are the financial responsibility of the student.
- Lost or damaged items shall be replaced at the student's expense. Any student who fails to properly care for or properly put away any uniform or uniform component is subject to consequences.

Uniform Descriptions

Class A Uniform (i.e. Marching Band Uniform & Color Guard Uniform)

- Jacket
- Pants
- Hat
- Black band shoes
- Long black socks
- Gloves
- Red hair tie (for long hair) for winds and percussion.
- Color Guard will wear their complete uniform with designated makeup.
- Black band shorts with a belt are to be worn under the uniform for winds & percussion.
- Gray Class B T Shirt is to be worn under the uniform for winds & percussion.

CLASS A UNIFORMS ARE WORN EVERY FRIDAY NIGHT UNLESS OTHERWISE SPECIFIED.

When you arrive to band (winds & percussion), you should be wearing:

Gray T Shirt, official black shorts with black belt, long black socks, black band shoes

Class B Uniform (winds and percussion)

- Gray Class B T shirt or Gray flag T shirt
- Official black shorts with black belt (color guard wears official black pants)
- White shoes
- White socks

Class B Uniform (color guard)

- Adidas jacket
- Black leggings
- White guard polo

CLASS B UNIFORMS ARE WORN WHILE TRAVELING TO AWAY GAMES.

Students should have class B uniforms ready every game night in the event of rain.

Class C Uniform (winds and percussion)

- Red band polo shirt
- Official black shorts with black belt
- White shoes
- White socks

Class C Uniform (color guard)

- Black leggings
- White guard polo
- Show socks
- White shoes

Modified Class C Uniform

- Red band polo shirt
- Black dress slacks for gentlemen
- Black knee length skirt or dress slacks for ladies
- Black dress shoes and black socks

Symphonic Band Concert Uniform

- Boys
 - Tuxedo pants
 - Tuxedo jacket
 - Burgundy bow tie
 - Burgundy vest
 - Wing tipped tuxedo shirt (student provides)
 - Cuff links and studs (student provides)
 - Long black socks (student provides)
 - Official concert shoes (purchased from VBHS)
- Girls
 - Black dress
 - Official concert shoes (purchased from VBHS)
 - Long black socks (student provides)

Philharmonic Band & Concert Band Concert Uniform

Boys and Girls

- Black vest
- Wing tipped tuxedo shirt (student provides)
- Black bow tie
- Cuff links and studs (student provides)
- Long black socks (student provides)
- Official concert shoes (purchased from VBHS)
- Boys – Tuxedo pants
- Girls – Black skirt

Jazz Band Uniform

- Black shirt
- Red neck tie
- Black dress pants (student provides)
- Black dress shoes (student provides)
- Long black socks (student provides)

Uniform pieces supplied by the band will be checked out, via uniform contract, by the student and returned by the student after the last performance. Band garments are the responsibility of the student while in their possession. Students must return ALL band owned items at the end of the year or pay for any lost/damaged items. Students who do not return or pay for lost/damaged items will be turned into obligations.

Uniform Components Provided By Wind and Percussion Students

Members are required to purchase the following accessories for their uniforms:

- Marching shoes
- Concert shoes (purchased from VBHS)
- Gloves
- Socks
- Tuxedo shirt (purchased from VBHS)
- Cuff links/studs (purchased from VBHS)
- Black bowtie (Philharmonic Band Only)

Members also must provide rehearsal shirts, shorts, shoes, and Class B & C shorts and shirts.

Uniform Components Provided By Color Guard Students

Members are required to purchase the following accessories for their uniforms:

- Shoes
- Gloves
- Tights
- Make-up (purchased from VBHS)

Members must provide rehearsal shirts, shorts, shoes, and Class B & C shorts and shirts.

INSPECTION

Band members are required to keep their uniform, equipment, and accessories in tip-top shape. An inspection of all uniforms/rehearsal attire, instruments, equipment, and accessories will be conducted prior to each performance or rehearsal. Students who have inspection violations (see below) will be given the opportunity to correct the violation. Any student who is unable to make a correction, or has accumulated 5 or more violations per grading period, may lose performance privileges.

Inspection Violations:

- Dirty instrument/equipment
- Any dirty uniform part: shoes, gloves, socks, coat, pants, accessories, guard uniform
- Improper attire
- Poor personal hygiene or grooming
- Missing accessories (folders, music, make-up bags, water bottles, other similar items)

Inspection Checklist

All of the following items will be checked during inspection:

A. Instruments

1. Cleanliness and Working Order
 - Mouthpieces (clean and free of odor)
 - Reeds (not broken, no lipstick marks, additional reeds available)
 - Pads
 - Valves/Slides
 - Interior of instrument
2. Overall Appearance and Condition
 - Exterior free of dirt/dust
 - Polished
 - Neck straps (saxes) standard red
 - Sticks taped (percussion)

B. Uniforms – Marching Band

Class A Uniform

1. Pants
 - Clean
 - Pressed
 - Hemmed (one and one-half inches from ground)
2. Coat
 - Zipped and buttoned
 - Clean and neat
3. Shoes
 - Polished
 - Completely cleaned (scuffs hidden and covered)
4. Socks
 - Long, plain black (no ankle socks)
5. Hats and Gloves
 - Hats straight
 - Neck Straps – Black with straps secured tightly under the neck
 - Gloves - White (or as specified for guard) and clean

Class B Uniform

1. Gray Class B T shirt/Red guard shirt
2. Black band shorts
3. White shoes (100% white) and white low cut socks OR black band shoes and black socks
4. Black belt (guard does not wear belt)

Class C Uniform

1. Red band polo shirt/white guard polo shirt – must be clean and pressed
2. Black band shorts/Guard will wear official guard leggings
3. White tennis shoes (100% white) & white low-cut socks

C. Concert Uniforms

1. Pants and Skirts
 - Cleaned and pressed
 - Hemmed neatly and the appropriate length (pants 1 ½ inches from the floor and skirt should touch the floor when standing and the top of shoes when sitting)
2. Jackets and Vests
 - Clean and pressed
 - Pins and Medals are not allowed

3. Shoes and Socks
 - Gentlemen will wear their clean and polished official black concert band shoes
 - Ladies will wear flat black official concert dress shoes
 - Only black hosiery allowed; black socks for the gentlemen (solid color - no see-through and must be mid-calf)
4. Bow-Ties
 - Only those specified by ensemble (black or burgundy) will be allowed

D. Miscellaneous

- No hats or sunglasses are allowed (prescription sunglasses are allowed with permission from the band directors)
- Other required items (water bottles) clean and ready for use

E. Music Folders

- Must contain all music as required for the ensemble
- Must have properly issued folder with your name and instrument marked visibly
- Flip folders must have barcodes on them

F. General Appearance in Performances (concert, marching, jazz band)

It is important for the band to present a dignified professional image during public events.

1. NO visible tattoos
2. NO visible jewelry should be worn. If a student has piercings that may not be reasonably removed, small studs are allowed.
3. NO visible bracelets, watches, and rings that either call attention to the individual or interfere with the playing of the instrument
4. Hair
 - Well groomed
 - Red hair elastics or clips must match hair color
 - Red ribbons (thin ¼ ")
 - Must fit neatly into hat or be tied back out of the face and may not hang down past the uniform collar.
 - Color and style must not call attention to the individual and must conform to that of the general population of the band.
5. Make-up
 - Color and style must not call attention to the individual and must conform to that of the general population of the band.
 - Minimal
 - No heavy foundation or eye make-up
 - No fingernail polish (clear is ok)
 - No dirty fingernails
 - No Glitter

I. Color Guard Accessories

- Uniform
- Shoes

- Flags
- Make-up & kit
- Towel
- Utility Bag
- Special make up for performances
- Other as specified

CELL PHONE POLICY

All school policies regarding cell phones apply to all band activities during school hours. Students may use cell phones at band activities outside the normal school day as follows:

- During breaks
- Free time
- Other as approved by the Directors or Chaperones
- On busses as approved by the Directors or Chaperones

Cell Phones may not be used as follows and must be turned off and out of sight:

- During any rehearsal, class, or class room extension
- After lights out curfew on overnight trips (emergency OK)
- Any organized group activity of the band
- Any performance
- Any lecture, tour, or special meeting

Cell phone use and possession will be restricted for the group or for individuals when used irresponsibly or when the use of or possession of cell phones distracts from band activities or compromises the safety of the group or individuals.

Upon notice from the band director(s) students may be required to deposit their cell phones in a cell phone collection bucket until the end of an activity.

It is **strongly recommended** that cell phones **NOT** be carried along on band trips, and it should be clearly understood that violations of cell phone policies and the resulting consequences will be fully enforced.

TRAVEL POLICIES

- In order to be eligible to travel off campus with the band, a student must be a band member in good standing.
- All students are required to travel to and from all events with the band. Exceptions to this policy are listed below.
- Cars may not be driven to any band activity unless school transportation is not provided, or the activity does not originate from the VBHS campus. Exceptions to the policy must be approved by the band directors and the school administration. In the case of an exception, the SDIRC Hold Harmless Form must be on file with the band office in advance of the activity. Forms are available from the band office and are also located in Charms.

- Students may be picked up at the conclusion of an off-campus activity by the parent, legal guardian, other responsible adult so designated only when the Transportation in a Family Vehicle Form has been submitted to the band office in advance of the activity.
- The parent, legal guardian, or responsible adult must personally appear to the directors or head chaperone prior to the student's release at the conclusion of the event.
- No student may be released to, nor may ride home with a boyfriend, girlfriend, other student, nor any non-adult. Any exceptions to this require advance approval of the band office or school administration. **Hold Harmless forms are required to be on file if an exception is allowed.**
- No student will be released until the group is formally dismissed except with prior arrangements being made with the band directors.

Special Trips

The band may take special trips from time to time. Only those students who have earned the privilege of going will be allowed to participate. In order to be eligible to attend, the student must be in good standing and the following criteria must also be met:

- The student must have been an active member of the band for the entire 180 day school year or portion thereof at the time of trip departure.
- The student must have participated in fund-raising for the school year and have met their financial obligation for the trip.
- The student must have a good record of attendance, behavior, and dependability in all classes. Additionally, a student should have fulfilled the terms of the band contract and met all school rules and policies for attending trips.
- Any student who is academically ineligible will be prohibited from participating in any special band trip.
- As a general rule, injured students, non-performing students, or any student who may present a medical liability or potential disruption may not attend or travel with the band. This policy will be handled on a case-by-case basis by school officials.
- Students who drop band or lose their good standing status prior to a trip will not be eligible to attend. In general, advanced payments and deposits on trips are not refundable.

Trips to Festivals, Competitions, Music Conferences or Other National & State Performances

When the band or select components within the band are invited to perform in these type events, participation is required. Students may not opt out of participation in these events. *Only in the event of rare and extenuating circumstances or serious hardship may a student not attend and only after every effort is made to resolve the conflict has been made.* The cost of such trips will be the responsibility of the student through fundraising efforts and personal payments. When possible the school, community, and band boosters may contribute to or fully fund these activities.

Bus Conduct

- Students must keep their heads, hands, and other articles inside the bus at all times.
- Excessive or distracting noise is prohibited.
- Horseplay is not permitted around or on the bus.
- Students should not leave any articles on the bus, including instruments, uniforms, personal items, etc. Items left are not the responsibility of the school.
- Students must remain seated while the bus is moving. Students may only exit through the front door except in case of emergency.
- Students must be absolutely quiet at all railroad crossings.
- Only music players with headphones are allowed.
- No eating or drinking without the expressed permission of the driver.
- All buses are to be cleaned and trash removed at the end of each trip. This policy is to be enforced by the assigned bus captains.
- There will be no changing of clothes on the bus unless designated by the band directors.
- Bus captains, leaders, and chaperones are responsible for the enforcement of these rules.

COMMUNICATION, INFORMATION, AND PROGRAM AWARENESS

Every effort is made on the part of the band office to make available all communication, information, forms, and other media necessary for students to be successful participants in the band. All student members must be responsible for being informed of all verbal announcements, written handouts, bulletin board postings, e-mails, and newsletters, postings on official social media sites, all calendars, and the contents of the band handbook. Most all information about band events can be found on Charms (the band information system) or the BandApp. Parents and students can access Charms by visiting the following website: <https://www.charmsoffice.com/>.

It is both a student and a parental responsibility to be informed of all aspects of the band program and to keep their Charms student record up to date with current and accurate phone numbers, e-mail addresses, and mailing addresses. Paper copies of information e-mailed out are available on the information table located in the band room.

Official Band Calendar

All students are expected to participate in all required band activities that are posted on the official Charms Band calendar. All events posted on the band calendar(s) are considered to be required unless otherwise noted (required activities are coded as R on the calendar).

SUMMER BAND ACTIVITIES

Kick-Off Camp is required of all returning and new members. *Members of the Marching Percussion Section Field Battery are required to attend Kick-Off Camp.* Any student who was assigned snare drum, tenor drums, or bass drum and does not attend Kick Off Camp will be reassigned to cymbals or the Front Ensemble.

Color Guard Camp is required of all returning and new members of the Color Guard. Any student who feels they need to be absent from this camp must have prior approval from the band directors. Any student who misses must learn all concepts taught during camp. Any student who misses this

camp and is unable to keep up with the rest of the Color Guard may lose their position in the guard.

Summer Rehearsals are rare and mostly optional. In the event a summer rehearsal is called, any student who is in town should plan on attending. Any student who will be absent should have prior approval from the band directors.

Band Camp Week I and II are mandatory for all band students.

Students not attending Kick-Off and or Band Camp will be considered shadows and will not be assigned performance positions in the field show. Such students will be worked into the show at the earliest possible time pending an open position. Students who are assigned a shadow spot and must attend all rehearsals and performances.

SWITCHING INSTRUMENTS

Other than the circumstances listed below, students should not expect to switch instruments. Students may not switch instruments without the prior approval of the band directors and may not take a spot or instrument away from another student who is qualified on a specific instrument.

Circumstances that dictate switching instruments:

- To achieve a balanced instrumentation
- A particular instrument is not used in the marching band (i.e. double reed instruments)
- Shortage of personnel in a particular concert band or marching band section
- Jazz Band
- Secondary instrument in one of the concert bands

INSTRUMENTS AND EQUIPMENT RESPONSIBILITY

Each student who uses school-owned instruments / equipment is responsible for the care of that instrument or piece of equipment. Lost or damaged items shall be replaced at the student's expense. Before school-owned instruments are checked out, an agreement form must be filled out and filed with the directors. Students must return any school owned item at director's request.

Please note that the Vero Beach High School Band, Vero Beach High School, or the School District of Indian River County are not responsible for damage to any personal instruments or personal equipment.

Percussion Equipment

Members of the percussion section are collectively responsible for all equipment. All students will share collectively in the responsibility for the cost of replacement for any lost or misplaced equipment. It is in the best interest for all percussionists to be accountable for any equipment used and to put it away when done using it.

Color Guard Equipment

Members of the Color Guard are collectively responsible for all equipment. All students will share collectively in the responsibility for the cost of replacement for any lost or misplaced equipment. It is

in the best interest for all Color Guard members to be accountable for any equipment used and to put it away when done using it.

BAND FACILITY POLICIES

The use of band facilities before, after, or during school is a privilege. Students who abuse the facilities and its contents will be subject to consequences.

Band Room/Building 4 Rules

1. Food, Drinks, Gum, and Candy are not allowed in any rehearsal hall or locker room. *The first floor main hallway may be used as eating areas during second lunch ONLY.*
2. Hats may not be worn during rehearsal.
3. Cell phones and other electronic devices may not be used during rehearsal.
4. Students are only allowed in the band room during periods in which they have a scheduled band class. *Do not ask your other teachers for a pass to building four.*
5. Students are not permitted to hang out in the band offices, uniform room, band library, instrument repair room, and practice rooms. *Students must have permission from the directors to use the practice rooms.*
6. Building 4 doors are to be closed at all times. Students are **NOT** to prop open doors.
7. Outside students are not permitted inside the facility except for business with the directors
8. No playing around or horseplay.
9. No playing of instruments outside the band room.
10. No littering or rearranging furniture.
11. Building 4 closes at 3:00 p.m. each school day provided there are no rehearsals or band activities immediately after school.
 - a. In the event of an after school rehearsal or activity, the band room will close 30 minutes after the conclusion of the event.
 - b. For evening or non school day events, Building 4 will open 30 minutes prior to the start time.
12. After school hours, students may not enter Building 4 or the Performing Arts Center until a Band Director is present. Percussionists and Color Guard students may enter if the Guard or Percussion Director is present.

Band Lockers

1. The following materials will be stored in the locker (items not on this list are not allowed):
 - a. Instrument
 - b. Personal folder (Symphonic Band, Philharmonic Band and Jazz folders should be kept in the folder cabinet)
 - c. Flip folder (during marching season)
2. Food, water bottles, clothes, school books and any other non-band items will not be stored in the band locker. Any such material found in a locker will be taken to the school lost and found or thrown away.
3. Students will lock their lockers.
4. Students will not change or swap lockers with other students.
5. School owned instruments will be stored in the instrument's specified locker.
6. Instruments are to be stored in cases and cases are to be closed and completely latched in the locker.

7. Band lockers are the property of Vero Beach High School and students using the lockers are subject to any policy established by the band directors and VBHS. Lockers will be inspected on a regular basis without notice.

OPERATIONAL PROCEDURES

Class and Concert Rehearsal Procedures

Rehearsal time is valuable and every moment must be used efficiently.

1. Upon entering the band facility, get your instrument, music, and equipment and go directly to your seat or area.
 - a. All personal belongings should be kept in lockers or in the area assigned for personal items.
 - b. Cases will be stored in the lockers during rehearsal.
 - c. Cases, book bags, and other personal items are not allowed in the rehearsal hall.
2. When the director, staff member or appointed student leader steps in front of the band, all talking and noise will cease and the students will quietly await instructions.
3. Rules and procedures for after-school rehearsals are the same for all classes.
4. Students have 3 minutes from the sound of the tardy bell to be in their seat with their instrument, music, and pencil. *Shuttle bus students have four minutes from the time the bus arrives.*
 - a. Periods 1 and 5 must be seated and ready for class by the tardy bell.
 - b. Any student who is not seated with all their equipment and materials when the director begins class is tardy and will be given an alternate assignment.
 - c. Any student in periods 2, 3, 4, 6, & 7 who is not in the building by the tardy bell should report to the tardy room.
5. All students in each class period are required to set up the room for rehearsal each day.
 - a. The last class period of each day is required to rack all chairs and stands.
6. Students should use the restroom before and after class. Restroom trips during class or rehearsals should be reserved for emergencies only.
 - a. Students are permitted 1 during class restroom break every three weeks. Any student who uses their restroom break and has an emergency should speak with a band director.
 - b. Students must sign out and back in when leaving for the restroom.
 - c. Only 1 student at a time may leave rehearsal to use the restroom. Restroom breaks are limited to 5 minutes.
 - d. Any student who does not follow the correct procedure will lose their restroom pass for the next 3 week period.
7. Prior to the start of rehearsal, only appropriate warm-up exercises or passages from the music being rehearsed should be played.
8. Students are expected to remain 100% engaged during rehearsal.
9. All equipment should be put away at the end of rehearsal.

Marching Rehearsal Procedures

1. Students should report to the band room prior to the start of every marching rehearsal.
 - a. Students should not arrive more than 30 minutes prior to the start of the rehearsal or less than ten minutes.
2. Upon arrival, students should get instruments and equipment.
 - a. All personal belongings should be stored in lockers or assigned areas.
3. When instructed, students should quickly move to the Band Rehearsal Field.

- a. No student is permitted to drive a vehicle to the Band Rehearsal Field without specific permission from the directors.
4. When students arrive at the band field, they should report to the warmup block. Attendance will be taken in the warmup block.
5. Coordinate sheets will be distributed prior to rehearsal and collected after rehearsal.
 - a. All coordinate sheets will be kept at the band field.
6. Students should limit restroom trips to breaks in rehearsal only.
7. After rehearsal, students will quickly return to the band room, put away all equipment and go home.
 - a. Students are expected to be off campus within 20 minutes of dismissal from rehearsal.
 - b. Any student who is not picked up within 30 minutes for the scheduled parent pick up time may have to be driven home by the VBPD.
8. Any further procedures will be covered during the school year.

Performance Procedures

1. Procedures for all Marching Band performances will be distributed by handout.
2. Procedures for all Concert Band/Jazz Band performances will be distributed by handout.

FINANCIAL OBLIGATIONS

In order to provide the opportunities offered through membership in the band, families must bear some of the expense that cannot be provided by the school or band booster organization. *The Band Activity Fee is \$200.00 per student.* Payments can be spread out over time and discounts are available for families with multiple students in band. There are no exceptions for paying the band fee and students that do not pay this fee will be turned in to obligations. Scholarships are available to students who are in financial need. Other costs include the yearly Uniform Fee of \$50.

FUND-RAISING ACTIVITIES

All fund-raising activities of and on behalf of the band are sponsored by the Fighting Indians Band Boosters, Inc. in accordance with the fundraising policies of Vero Beach High School. The FIBB is responsible for the organization, implementation, and accountability of these types of activities. All funds raised for and in the name of the Vero Beach High School Band must be spent for the sole purpose of providing support to the legitimate activities and needs of the VBHS Band.

VOLUNTEER HOURS

Students may claim volunteer hours for the following:

- Parades
- Veteran's Day/Memorial Day Performances
- Stage Crew at Middle School or other community performances in the PAC
- Any other service activity approved by the band directors

It is the responsibility of the student to keep track of volunteer hours. Additionally, students must get their own volunteer hour sheet, fill it out, and have the director sign it.

PARENT PICK UP POLICIES

Parent pick up from band events will be approximately 15 minutes after dismissal. The directors and a designated chaperone will wait with students until their ride comes. After 30 minutes, the directors may call the VBHS Police Department non-emergency number and ask for a police officer to transport the student home.

PART 3 – AWARDS, LEADERSHIP, and BOOSTERS

AWARDS

The purpose of the awards and recognition program of the VBHS Band is to honor, reward, and recognize band members who have maintained the traditions and added to the legacy of the band through the achievement of excellence in performance and band citizenship.

Awards Policies

Awards are an honor and privilege for band members. Awards are earned on the basis of quality participation and performance. Certain awards are presented based upon the points earned by students and others are a gift of appreciation for years of honorable service and band membership. Band awards are funded jointly by the VBHS Band and the Fighting Indians Band Boosters, Inc.

In order to be eligible to receive any band award or recognition at the awards ceremony, the following criteria must be met:

- A student must have been actively participating in all required activities of the band for the entire 180 day school year and whose membership is in good standing at the time of the awards ceremony.
- Any student who drops band, is dismissed from band, not in good standing, chronically absent, or has not fulfilled the terms of the band contract will **NOT** be eligible for any band award, gift, or recognition at the awards ceremony. This policy also includes the privilege of attending the Senior Dinner and the Awards Ceremony.

Service Awards and Director Awards

The following awards are considered gifts of appreciation and are presented on the basis of time spent in active service to the VBHS Band. Students who transfer into the VBHS band from other schools will be allowed to transfer award credit from their other school.

- **First Year Award** - this honorary gift is presented to each first year student who has been in band for a minimum of two semesters.
- **Second Year (Band Letter Award)** - this honorary gift is presented to each second year student who has been in band for a minimum of four semesters.
- **Third Year Award**- this honorary gift is presented to each third year student who has been in band for a minimum of six semesters.
- **Fourth Year (Senior Award)** – this honorary gift is presented to each fourth year student who has been in band for a minimum of eight semesters. Graduating Seniors (regardless of how many years they have been a member of the band) will also be presented a cord to wear with their graduation cap and gown.

Note: At the discretion of the band director, transfer students may be awarded multiple year service awards in order to catch them up with students in their grade level. Example: a sophomore transfer student would receive both a first and second year service award.

The following awards are presented based on the director's professional assessment, student service, participation, and contributions to the success of the band. The selection of these awards is final and not up for any discussion.

- **Color Guard Most Improved, Director's Award, and Best Performer** - will be presented to the outstanding members of the Color Guard who best represent these designations.
- **The Louis Armstrong Jazz Award** - will be presented to the outstanding member of the Jazz Band.
- **The John Philip Sousa Award** - will be presented to the outstanding graduating senior and is the highest high school band award in the nation.
- **FBA Award** – will be presented to the outstanding senior who best represents the ideals of the Florida Bandmasters Association through their band citizenship.
- **Director's Awards** – will be presented at the discretion of the band directors to graduating senior students who display outstanding service to the band and outstanding musicianship.

Activity Awards

Activity Awards are presented to students based on the number of activity points earned. Students are responsible for keeping a full account of their award point activities and to record these points on Activity Point Record (cumulative for four years). Students who fail to comply with this expectation will not receive credit for points earned. Additionally, Students must complete the awards point sheet by the posted deadline to be eligible for any activity award. Any senior who did not complete the Activity Point Record in a previous year will not receive point credit from the missing year.

- **Bronze Activity Award** – will be presented to each musician who has earned a minimum of twenty activity points during the course of one year (fifteen points for ninth graders).
- **Silver Activity Award** – will be presented to each musician who has earned a minimum of twenty five activity points during the course of the year (nineteen points for ninth graders).
- **Gold Activity Award** – will be presented to each musician who has earned a minimum of thirty points during the course of the year (twenty three) points for ninth graders).
- **Emerald Activity Award** – will be presented to any musician who has earned a total of 90 activity points through their senior year.
- **Diamond Activity Award** – will be presented to each musician who has earned a total of one hundred or more activity points through their senior year.
- **Color Guard Activity Award** – will be presented to any Color Guard member who has earned a minimum of sixteen activity points throughout the course of one year.
- **Color Guard Achievement Award** – will be presented to any Color Guard member who has earned a minimum of twenty two activity points throughout the course of one year.
- **Color Guard Award of Excellence** – will be presented to any Color Guard member who has earned a minimum of sixty or more activity points through their senior year.
- **SPECIAL COVID19 ADDENDUM:** Senior awards for students in the classes of 2022, 2023, and 2024 will be based on 3 years participation in band.
 - Senior Point Totals are as follows:
 - Emerald Award – 70 points earned over 3 years
 - Diamond Award – 80 points earned over 3 years
 - Color Guard Award of Excellence – 45 points earned over 3 years

Activity Point List (Musicians)

Numbers in () parenthesis indicate point total for receiving a superior rating in the activity.

Points	Activity
2	Band member both semesters
2	Executive Leaders & Department Managers
1	Official "Crew Members"
1 (3)	Participation Dist. Marching MPA
3 (4)	Each entry at Dist. Solo/Ensemble MPA

1 (3)	Participation Dist. Concert Festival
2 (4)	Each entry at State Solo/Ensemble MPA
2 (4)	Participation State Concert MPA
1	Audition for All-State Band
3	All-State Band Participant
3	Switch over to another instrument at director's request
3	Straight A's in band
3	Perfect attendance at all rehearsals and performances (no absences of any kind)
2	Participation in Symphony Orchestra
2	Pit Orchestra for Musical
1	Participation in Jazz Band
1	Four County Honors Band
1	Other Honor Band(s)
1 (2)	Play off 12 Major Scales (Bonus for Memory)
2	Private lessons
2	Achieving Fair Share on FIBB Fundraisers
1 (each)	Special Projects (A & B)

A. Five 100 word summaries of articles from the Instrumentalist or SBO Magazine (typed). Include a photo copy of article.

B. 500 word essay on the history and development of your instrument (typed with bibliography).

Activity Point List (Color Guard)

Numbers in () parenthesis indicate point total for receiving a superior rating in the activity.

Points	Activity
2	Color Guard member both semesters
2	Color Guard Leadership
2 (3)	Participation at Dist. Marching Festival
2 (3)	Participation at a non FBA Indoor Guard Competition (3rd Place or higher)
2 (3)	Participation at FBA District Auxiliary MPA (Indoor Guard)
2 (4)	Each solo or small ensemble entry at District Auxiliary MPA
2 (3)	Participation at FBA State Auxiliary MPA (Indoor Guard)
2 (4)	Each solo or small ensemble entry at State Auxiliary MPA
3	Perfect Attendance at all rehearsals and performances (no absences of any kind)
2	Achieving Fair Share on FIBB Fundraisers
1 (each)	Special Projects (A, B, & C)

A. Choreograph and successfully perform a routine with music (minimum two minutes, solo)

B. Same as above but with a group of four members in an ensemble

C. A 500 word essay on any topic related to dance or color guard (typed with bibliography).

Band Senior Night

Seniors are honored at the last regular season home football game. In order to be eligible to participate in senior night, seniors must be members in good standing and have no excessive class, rehearsal, or performance absences.

LEADERSHIP TEAM

The Vero Beach High School Leadership Handbook is the governing document for all leadership positions. General leadership policies and procedures are listed below.

Students who are elected or appointed to the Leadership Team must meet the following requirements at the time of selection and maintain these requirements throughout their tenure as leaders.

- Must be a sophomore, junior, or senior member of the band for the full school year and be considered a member in good standing.
- Must have a cumulative GPA of at least 2.5 and must have a consistent record of attendance in all band and academic classes.
- Must maintain an A average in band throughout the school year.
- Must have and maintain a positive attitude towards band and be willing to put in the extra time required for the performance of duties.
- Must be willing to put band responsibilities above other outside activities and jobs.
- Must set and maintain an excellent example for other students to follow at all times.
- Must attend all summer activities as required by the directors and agree in advance to be in band the entire school year.
- In the event of a vacancy among the Executive Officer Team, the position may either be left vacant or filled by band directors from the list of candidates from the immediate prior leadership selection process. Any qualified student may also be appointed by the band directors.
- Manager or section leader vacancies may also be left vacant or filled by band directors.
- Only students who have displayed outstanding qualities of character, responsibility, school attendance, and leadership during their time in band and are deemed to be in good standing will be selected for leadership positions.
- In order to be considered for a leadership position, a student must have completely and correctly submitted a leadership application packet by the yearly deadlines.

Please note: Student leaders should strive to bring dignity and honor to each of their respective positions and to the band. Superior conduct and values are expected and required of all band leaders at all times. Casting discredit upon one's leadership position or the band places your leadership position in jeopardy.

Executive Leadership Team

There are 6 members of the Executive Leadership Team:

- Band Captain (presiding student officer of the band)
- 1st Lieutenant (executive student officer of the band)
- 2nd Lieutenant
- Percussion and Guard Drum Major

Woodwind Drum Major
Brass Drum Major

The Band Captain, 1st Lieutenant, and 2nd Lieutenant are elected by majority vote of those students who attend elections.

The Percussion and Guard Drum Major, Woodwind Drum Major, and Brass Drum Major are appointed through an audition process.

Other Leadership Positions

The following leadership positions are appointed by the band directors through an application process:

- Facilities Manager
- Equipment Manager
- Librarian
- Uniform Manager
- Clerical Secretary
- Attendance Officer
- Technology Manager
- Marching Band Section Leaders
- Principal Players (determined by Spring band audition)

Qualifications for Executive Leadership

- Students must meet the requirements listed on page 36 of this handbook to be eligible for Executive Office.
- Only rising 11th and 12th grade students are eligible to audition for Drum Major or run for Executive Office.
- Students must have a completed Leadership Application Packet on file by the yearly deadlines to be eligible.
- Once all application materials have been submitted and reviewed, the band directors will interview each candidate and then nominate a slate of candidates to run in the election.
- All nominated candidates must attend an informational meeting prior to elections. Candidates must sign an agreement at this meeting. Any student who does not attend this meeting or sign the agreement will not be allowed to run.
- Students who advance to the second round of Drum Major Auditions and are not selected as Drum Major are automatically nominated to run for Band Captain, 1st Lieutenant, and 2nd Lieutenant. The only exception is if the candidate turns the nomination down.

Election Procedures

- Band Elections will take place within a week after Drum Major Auditions.
- Only graduating seniors and students who have committed to being a member of the band for the next school year are eligible to vote. All students must be in good standing (please consult page 8 of the Band Handbook) to be eligible to vote.
- There is no absentee voting. Only students present on the day of elections are eligible to vote.

- Each candidate will present a short 2 minute speech. This speech should be about why students should vote for them and what the candidate will do for the band. The speech should be in good taste, dignified, and refrain from mentioning other candidates in a negative or slanderous way. The Band Director reserves the right to discontinue a speech that is deemed inappropriate. Additionally, candidates may be disqualified from the election.
- Candidates will answer 2 to 3 questions from the floor. At the discretion of the Band Directors, written questions may be collected prior to Election Day and the Band Directors will draw three questions (at random) for the candidates to answer on election day.
- Any candidate who is asked a question that the band directors deem inappropriate will be instructed to not answer the question.
- Voting is by secret ballot. Counting of votes will be done by the band directors and two to three adult staff members.
- Candidates are running for Executive Office and not a specific position (Band Capt, 1st Lt, or 2nd Lt.). The student who secures a majority of votes cast will be elected Band Captain. The remaining students with the most votes will be elected 1st Lieutenant and 2nd Lieutenant (providing they have a majority of votes).
- Run off voting will occur until three candidates have secured the majority of votes.

FIGHTING INDIANS BAND BOOSTERS, INC.

Parents and community members, with the agreement and support of the school district, have organized the Fighting Indians Band Boosters, Inc. This group enjoys a unique relationship with Vero Beach High School as an affiliate support group for the band. The success of the boosters is due to the active participation of students, parents, and community. By definition, the role of the booster organization is to boost the band program in a positive manner through the presentation of a united front in support of the students, other parent volunteers, and the band directors.

Some of the specific objectives of the boosters include:

- To stimulate and maintain an enthusiastic interest and support for all phases of the band.
- To cooperate with those in charge of the band and the school to the end that the band be brought to and kept at the highest degree of excellence.
- To develop a close working relationship between parents, students, and directors.
- To promote the knowledge, performance, and appreciation of quality music.
- To assist in fundraising to finance certain extras and enrichments not provided for in the school budget.
- To augment and encourage educational trips as sanctioned by the school.
- To provide volunteer support as needed for the various activities and functions of the band.

Membership is open to all interested parents and members according to the bylaws of the FIBB. Meetings are held periodically at the call of the booster President.

The Fighting Indians Band Boosters, Inc. is a support and advisory group. The FIBB does not determine or override school policy and is subject to oversight by the school district through the VBHS Principal, Principal's Designee(s), and the Band Directors.

CONCLUSION

It is the hope of the school, directors, students, and parents that we maintain as fine an organization as possible. This can be accomplished only by everyone taking a sincere interest in the band. Only through hard work and cooperation can we develop a band in which we can all be proud. There are no magic formulas or guarantees, but by following this handbook thoroughly, living up to the standards and procedures described herein, and using good judgment, you will have done a great deal towards promoting and developing a fine band program. This is YOUR BAND and it will be SUPERIOR only through YOUR efforts.

