

LAKESIDE HIGH SCHOOL
INSTRUMENTAL MUSIC PROGRAM

BAND COURSE GUIDELINES
2018 - 2019

Mr. David P. Roth
Director of Instrumental Music

INSTRUMENTAL MUSIC GENERAL EXPECTATIONS/POLICIES

1. Expectations as outlined in the Marching Band Handbook are in effect as well as additional expectations outlined in this book.
2. Be in your seat/spot ready to begin **ON TIME...EVERY TIME!!!!** To be early is to be on time...to be on time is to be late...to be late is to be left behind!
3. All talking and playing **MUST STOP IMMEDIATELY** when any authorized person steps on the podium or in front of the group.
4. Do not talk or play when the Director stops conducting or cuts you off in order to give instructions or explanations.
5. Students will never leave a performance area without the permission of the Director.
6. The Band Room, Practice Rooms, and other areas will always be left in a neat and organized manner:
7. All instruments and music properly put away.
 - Percussion equipment should always be put away and handled with care.
 - All stands and chairs returned to their proper locations.
 - Failure to clean/organize your area will result in:
 - 1st Offense: Warning
 - 2nd Offense: After-School Band Assignment
 - Additional offenses: After-School Band Assignment and Office Referral
8. Each Wind Student will receive a locker with a combination lock. The locker should be locked at all times when the instrument is left in it. Lost locks will incur a \$10 fee.
9. Percussion Members are to put away all equipment at the end of rehearsal. No Percussionist will be excused unless the following has occurred:
 - ALL instruments put away properly
 - ALL music in folders and put in the music cabinet
 - ALL mallets and sticks stored in their appropriate places in the Percussion Cabinet
 - Failure to comply with this will result in similar consequences as above.
10. Have all equipment at all rehearsals and performances (instrument, music, reeds, oil, mutes, PENCILS, sticks, mallets, etc.):
 - All reed players should have several spare reeds. Do not wait until you use your last reed to purchase a new one.
 - All brass players should have valve oil or slide oil. Please be sure to have your own supply and not rely on someone else to bring it.
 - All percussion players should have appropriate sticks/mallets.
 - Reeds, valve oil, etc. are available at area music stores and through the Director.
11. Students must ask for permission from the Director before entering into or getting equipment/items from the Music Library, Ensemble/Orchestra Storage Room, Uniform Storage Room or Band Office.
12. Practice Rooms will be used for practicing and not for studying, hanging out, sleeping, etc.
13. Gum chewing, candy eating, food, drink, etc. are not permitted in the Band Room or its adjacent rooms at any time, unless approved by the Director.
14. All instruments kept in the Band Room must have the student's name clearly printed on the outside of the case. Use masking tape or see Mr. Roth for a nametag.
15. All Lakeside High School policies and expectations will be enforced. These include, but are not limited to, the dress code, illegal substance policy, behavior, etc. Any infraction of these rules will be swiftly and strictly acted upon.

KEY POINTS TO LIVE BY (AND SURVIVE BAND!)

1. Rehearsals and performances are a rather "stressful" time for everyone because there is so much to do. Please observe all policies carefully.

2. **THINK** – This may seem extremely basic, but it is important that students come to rehearsals/performances and think about what it is they **SHOULD** be and currently **ARE** doing. The rules will be strictly adhered to and disciplinary action for inappropriate behavior will be swift and strict. Consequences for a student’s choices include: warnings, loss of privileges, school-before (or after) – school, phone call home to parents, or a conference with an Administrator, parents, and myself. Students must **THINK** about what they are doing and **ACCEPT** the possible consequences of those choices.
3. **PARTICIPATE** – Another basic concept in Band. Since a student has chosen to participate in Band, they are expected to participate at each rehearsal and performance. Points will be lost for failure to bring your instrument, music, pencil, and any other necessary items.
4. **TRY** – If students are unwilling to try and improve themselves or the Band as a whole, they will only defeat the purpose of everything that we are attempting to do in class. I ask all of my students to at least **TRY** the concepts and ideas that are presented. If you are unable to do them, I am more than willing to help you, but you must at least try. To try and not succeed is far more important and educational than to never have tried in the first place!

REQUIRED MATERIALS

Each Member of the Lakeside High School Band should come to rehearsal with the following items. Failure to bring the expected/required materials may result in the loss of privileges and points.

- **Proper Footwear** – Students shall wear appropriate footwear for outdoor rehearsals.
- **Instrument & Related Items** – i.e. reeds, valve oil, etc.
- **Music**
- **Flip Folder & Lyre** – For Marching Band
- **Drill Charts** – For Marching Band
- **Pencil** – Each student must bring their own pencil to write in music or in their drill books.
- **A Positive, Enthusiastic Attitude!!!!**

ATTENDANCE AND ABSENCE POLICIES FOR PERFORMANCES AND EXTRA REHEARSALS

Please review the ‘Attendance and Absence Policies for Performances and Extra Rehearsals’ as outlined in the MB Handbook. Additional policies include:

Class Attendance Policy

1. Students are expected to be in class every day. With the number of shows and amount of music needed to prepare and the amount of music to perfect, it is not possible for students to miss Band class in order to “catch up” or participate in another class. Band is a cumulative/progressive class and missing class just once will place the student behind in the materials taught/covered. Students should organize and plan their time accordingly in order to properly participate in class.
2. All absences from class need to be made up in order to earn all of the points possible. Please refer to the Make Up Points & Make Up Work sections in this handbook.
3. A student will be considered TARDY for class or rehearsal if he is not in his seat (or spot) by the designated beginning time of rehearsal. Students will lose two (2) of the daily participation points if they are tardy
4. Students are expected to be on time, every time, for every class. Possible conflicts need to be brought to the Director’s attention prior to the rehearsal, not after the student is tardy. If the Director is not notified prior to the rehearsal, the tardy will be considered unexcused.
5. **STUDENTS MUST BE IN ATTENDANCE AT THE REHEARSAL PRIOR TO A PERFORMANCE.** Failure to be at the rehearsal will result in the student not performing and receiving a zero (0) for the performance. The Lakeside High School Attendance Policy will also be enforced in regards to school absences.

Performances

All Bandmembers are required to attend all performances. The ONLY excuses for missing performances are as follows:

- Personal illness
- Family emergency
- Extenuating emergency circumstance, as deemed by Mr. Roth

Any unexcused absences from performances will result in one or more of the following:

- Deduction in grade
- Loss of performance opportunities
- Removal from leadership responsibilities
- Other actions as deemed appropriate

- * There are only a few “extenuating emergency circumstances” that will be deemed by Mr. Roth as an excused absence from a performance. Work, homework, participation in another activity or extracurricular WILL NOT be considered excused absences. If an extenuating emergency circumstance is in conflict with the Band calendar, the Director must be notified **no later than two (2) weeks before the performance conflict!**
- * **NO SHOWS** will lose all points possible for a performance/rehearsal with NO possibility of make-up work!

A note (written notification) from a parent or guardian with the following information must be submitted to the Director for an absence for consideration to be excused **no later than two (2) weeks before the performance conflict:**

- a) Student’s name
- b) Reason for the absence
- c) Date of the requested absence
- d) Phone number
- e) Parent’s/Guardian’s signature
- f) Verbal notifications, voicemail, or messages sent via e-mail will not be accepted.
- g) Just turning in the note DOES NOT deem the absence excused. Please plan/schedule accordingly.

An unexcused absence by one (1) Bandmember has a negative effect on the performance level of the entire Band.

Make-Up Requirements For Excused Absences

As our performances are akin to tests in another class and as it is impossible to re-create the performance situation in a solo performance activity or away from the performance environment, missing any performance will earn the student zero (0) points. Since the class is a performance-based class, Students are graded by their participation in performances. If the performance has been deemed excused by the Director, one-half of the possible points will be excused and the student can earn one-half (1/2) of the missing points by completing the assigned make-up work. If the performance is deemed an unexcused absence, it is at the Director’s discretion to permit the making up only one-half (1/2) of the points missed by the absence. Failure to complete and turn in the expected assignment within one (1) week from the date of the excused absence will keep the performance score at fifty percent (50%).

All papers must be **hand-written and in sentence form.**

You must choose a composer, musical group, or solo act and write forty (40) facts about the composer in your own handwriting and it must be legible. If you cannot find enough facts on one (1) musical entity, you may choose more than one. For multiple excused absences, the same composer, group, or solo act cannot be used.

Attendance At Rehearsal Prior To A Performance

Students are required to be in attendance at the rehearsal prior to a performance. Required rehearsals included under this policy are:

- Weekly evening rehearsals - unless excused by the Director
- The rehearsal on the day of a performance

An absence of any kind from said rehearsal, unless excused, will result in the student not being able to participate in the next scheduled performance and the possible loss of all points that would have been earned. Please plan accordingly when making appointments and other arrangements. The only exceptions to this rule will be Student illness or family emergency, but a note outlining the reason must be provided to the Director BEFORE the next scheduled performance. The Director reserves the right to permit (or not permit) a Student who misses said rehearsal to perform at the next scheduled performance, whether the absence is excused or unexcused.

Absence From Extra Rehearsals

1. An extra rehearsal is a rehearsal held outside of the normal school day. Example: Before or after school, evenings, weekends, or during school vacation time.
 - a) This could involve the full ensemble or only a part of the ensemble.
 - b) Sectional rehearsal – only a part or portion of the ensemble is rehearsing.
2. All regulations are the same as those for absences from performances with the following exceptions:
 - a) All students are **REQUIRED** to attend all summer pre-school Marching Band rehearsals. Family vacations should be planned so students will be able to attend all of these rehearsals (see “Summer Band Rehearsals” later in this handbook). Band Camp is **MANDATORY** of all Band Students. Unexcused absences from summer rehearsals will result in the student being unable to participate in performances/activities or removed from the ensemble. Conflicts with other school activities need to be brought to the attention of the Director as soon as they are known. Failure to follow the absence policy in regards to School conflicts will result in losing privileges and points with no possibility of making them up.
 - b) Written notification of an absence from an extra rehearsal is required during the school year and will follow the expectations for performance absence notifications.
 - c) Dress rehearsals for performances are mandatory, with the exceptions of death in the family and personal illness requiring a doctor’s care.
 - d) An unexcused absence from an extra rehearsal may result in the loss of certain privileges of being a Lakeside High School Bandmember and the loss of points.
 - e) As Band is a laboratory course with much of the work being done during rehearsal time, the rehearsals are an important part of the class requirements. Failure to participate in a rehearsal, without being excused, will affect the student’s final grade for that grading period.

Students In Other Activities

Students who are involved in other activities must be constantly aware of conflicts which they may encounter. In the case of a Band performance and a performance in another school activity (sporting event), students are expected to try to participate in both events. In this case, students are permitted to travel with a parent to or from the Band event. When these conflicts arise, the director and coach/ advisor should be notified in writing AT LEAST one (1) week prior to the event. Students may not drive themselves to or from any performance.

School Athletic Conflicts With Band Rehearsals/Performances

In the event a school athletic contest and a Band performance are scheduled in conflict with one another, students are allowed to choose which event to attend, without penalty from the activity the students did not attend (Band or athletic team). In the event an athletic practice, banquet, or optional team activity conflict with a band performance, the student is expected to attend the Band performance.

Band Performance vs. Athletic Contest	Student Choice
Band Performance vs. Athletic Practice	Student Attends Band Performance
Band Rehearsal vs. Athletic Contest	Students Attends Athletic Contest
Band Rehearsal vs. Athletic Practice	Student Choice

In the event a student misses a Band Rehearsal for an Athletic Contest or Practice and new material is presented at said practice, the student will not be permitted to perform either for that performance or the specific section. This will be decided at the discretion of the Band Director.

BAND STUDENT CODE OF CONDUCT

As part of the Lakeside Band Program, your actions, both in and out of uniform, are a direct reflection upon the Band, school, and community. Conduct yourself with dignity and pride at all times. The rules set forth in the school conduct code are in full effect throughout any performance or rehearsal.

Behavior Consequences

1. Verbal/Written Warning
2. Loss of Free Time or points deducted from Daily Participation
3. Disciplinary Isolation from Group
4. Removal from Rehearsal/Performance
5. Detention/Mandatory Band Service Time
6. Loss of Leadership Status within the Band
7. Conference
8. **Performance Suspension:** Student must attend the performance with the group but cannot participate in the performance.
9. **Performance Expulsion:** Student *is not* permitted to attend the performance as a member of the ensemble or as a spectator. Failure to accept this condition will result in the immediate referral to school authorities. Grades will not be affected by the missed rehearsals or performances during this time. Finally, students may not participate in any after school band activities for the duration of the punishment.
10. Referral to Administration/Legal Authorities

GRADING

Grades will be based on a point system. Points can be earned for performances, assignments, daily rehearsals, and various other tasks. The total number of points possible and your total number of points earned will be added up at the end of each nine (9) week grading period. Grades will be determined by the percentage of the possible total points that you have earned and will be based on the Ashtabula Area City Schools grade scale.

Points can be earned (or lost) in the following ways:

Daily Attendance With Equipment	5 pts.
Daily Attendance Without Equipment	0 pts.
Class Absence (for any reason)	0 pts.
Extra Rehearsals (Outside Of The School Day)	20 pts.
Performances – Football Games	60 pts.
Parades/Band Shows/Concerts	100 pts.

Other Performances.....	TBD
Music Memorization Checks.....	10 pts.
Tests/Quizzes	TBD
Merit/Extra Credit Points	5 to 50 pts.
Assignments.....	10 to 50 pts.
Pencil Tests.....	10 pts.
Unexcused Tardies – Class	- 2 pts.
Evening Rehearsals.....	- 25% of possible pts.
Performances/Pre-Performance Rehearsals.....	- 25% of possible pts.

Means Of Evaluation

1. **Individual playing auditions and tests** – Music memorization checks, routine checks, drill checks, pencil tests, music playing tests, chair placements, etc.
2. **Rehearsals** – Daily, Sectional, and Extra – As Band is a laboratory course with much of the work being done during rehearsal time; the rehearsals are an important part of the class requirements.
3. **Performances** – When planned, organized, and evaluated as a culminating activity in a learning experience, a performance before an audience is a legitimate part of the music curriculum. The performance for the Band is akin to an exam in a class such as English. Such performances should become for the students a goal to be attained through self-directed preparatory activities, cooperative planning and organization of the program, self-disciplined practicing, creative thought and action, and self-evaluation.

Make-Up Points

Make-up for loss of points due to an excused absence/tardy or other circumstance from a rehearsal is possible through the make-up system. If for any reason, you do not receive the total points possible for a rehearsal due to absence, you may make them up by doing make-up work. This system makes it possible for everyone to EARN an “A” in the Instrumental Music Program. Any and all make-up work must be made up per school policy and/or by mid-term and final grade evaluations.

Make-Up Work

1. After school supervised practice
 - a. Five (5) Points per ½ hour of practice time.
 - b. After School:
 - i. 3:00 PM to 4:00 PM
 - ii. Please be sure to arrange the time with Mr. Roth before completing the time.
2. Practice Make-Up Work **CAN ONLY** be used to make up for missed rehearsals, **NOT** for missed performances or classwork.

PERFORMANCE ATTIRE

It is extremely important to our appearance that we look as uniform as possible. The professionalism, pride, and self-respect that a uniform appearance lends to a group are a positive influence on the overall affect of their performance. It will be our goal and our individual responsibility to secure the required uniform and wear it in the correct and appropriate fashion.

Concert Band Uniform Policy

Students will wear the Lakeside Concert Dress Uniform as provided by the Lakeside Music Boosters and AACS. You are responsible for the proper use, maintenance, and return of all items issued by the Instrumental Music Department. Fees will be assessed for lost or damaged articles, and grades will be withheld until all

items are returned in proper condition or replacement fees paid. Instrumentalists are required to furnish black socks and black dress shoes (MB Shoes may be worn).

Uniform Inspections

Section Leaders/First Chair players will do a preliminary check to make sure of the following:

1. Clean wrinkle-free pants, jacket, green bow tie, and white tux shirt
2. Polished/Cleaned black dress shoes
3. Long, black socks
4. Clean instrument in good playing condition

The Director will conduct final inspections. Failure to pass a uniform inspection will incur the following disciplinary action(s):

1. First Offense – Verbal warning
2. Second Offense – Students will not perform with the Concert Band and will lose one-half (1/2) of the points possible
3. Third Offense – Student will not perform with the Concert Band and will lose all of the points possible.

SUMMER BAND REHEARSALS

Summer Band rehearsals are extremely important. It is in the summer when the Dragon Marching Band will make or break its Season. With all that is necessary for students to accomplish (learning music and drills for several different shows, parades, etc.), these summer rehearsals are absolutely necessary in order to have a quality Marching Band. Therefore, it is expected that students attend ALL of the summer rehearsals. Attendance will be counted towards end of the season awards. A student's attendance record may affect whether he/she will perform with the group and their selection to future leadership positions. Remember...to have an outstanding Band takes a tremendous amount of work, energy, and dedication by ALL those involved!

The summer practice schedule for the DMB will be provided to all students enrolling in Band for the upcoming school year by February. Please plan your vacation and other activities accordingly so you will be present for ALL of the sessions that apply. Students are only required to attend the rehearsals that apply to them.

CALENDAR OF EVENTS

The 'official' Lakeside High School Band Calendar of Events for the 2017 - 2018 School Year is available on the Band website. The following performances are in addition to the LHSDMB performances. Other events/dates may be added later and you will be informed in a timely manner when, where, and what they will be. Times provided are the beginning times of the events, not the time for students. Actual call times for the listed events will be provided well in advance of the planned activities. ALSO, please refer to the Calendar on the Band Website which lists all of our events plus those of the entire Band Program! The online calendar is the most up-to-date calendar. Please refer to it first!

LHS Bands 2017-2018 Performances

Thursday, November 1st	-----Half-Time In Review Concert	-----6:00 PM (LHS Auditorium)
December TBA	-----Winter Band Concert	-----TBA (LHS Auditorium)
Saturday, January 26th	-----HS Solo & Ensemble	-----All Day (Warren G. Harding)
May TBA	-----Spring Pops Concert	-----TBA (LHS Auditorium)

CORRESPONDENCE

It is my desire to keep everyone up-to-date and "in the know." To accomplish this task, I need current and accurate info (e-mail addresses, phone numbers, address, etc.) from each you. Please make sure that all of your information is accurate. Also, be sure to inform me of any changes in said information so that a break in the communication process will not occur. I will send out weekly e-mails to keep you up-to-date on Band events/activities and other important items of business. I will be utilizing Charms, so your personal email address and phone number will not be seen by others.

If at any time, you have any comments, questions, cares, or concerns, please contact me. It is inappropriate to discuss your concerns with anyone else PRIOR to talking to me. In most cases, a solution can be found by discussing the concern with me.

I can be reached through a variety of ways:

- * **E-Mail:** david.roth@aacs.net
- * **Telephone:** Office: (440) 993-2540
- * Cell: (440) 862-1138
- * **USPS Mail:** Lakeside Bands, 6600 Sanborn Road, Ashtabula, OH 44004
(Be sure all mail is directed to my attention!)
- * **Website:** <http://lakesidebands.org>

Please utilize these forms of communication and contact me whenever you have a comment, question, care, or concern.

UNFORESEEN CIRCUMSTANCES AND SITUATIONS

Despite the attempt to cover all situations that may arise, unforeseen circumstances sometimes develop. In such an event, those matters will be addressed at the discretion of the Band Director, following Lakeside High School policies and expectations.

All Rules and Expectations outlined in the Lakeside Dragon MB Handbook, as well as the rules and expectations outlined in this Handbook, are IMMEDIATELY in effect.

