

2011-2012
Basic High School

Band Handbook

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Building on a Tradition of *Excellence!*

USING THIS HANDBOOK

- This handbook is designed to provide students and their families with a point of reference concerning the policies and procedures of the Basic High School Band Program.
- Students and their families are asked to read and become thoroughly familiar with the contents of this handbook in order to avoid any conflicts or misunderstandings which might arise.
- **Please Note:** It is impossible to anticipate every situation that may occur in the daily workings of the band program. In instances where a policy or scenario is not outlined in this handbook, the director will make a decision that is in the best interest of the band program.

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Welcome!

Welcome to the 2011-2012 Basic High School Band! I am so pleased you have decided to join the band at this wonderful high school that is rich with talent and tradition! I believe that your decision to join the band will be one of the best decisions of your life. The band at Basic High School is a family and we want to welcome everyone in with open arms. Your experience in band will teach you not only the fundamentals of musical playing, but also how to foster better communication, dedication, self-discipline, teamwork, and many other skills that will help you on your way to whichever career path you choose.

This handbook will have virtually every piece of information you will need to be successful in being on top of things for this year. Students are expected to follow the guidelines in this book while in this band program. Any policy or guideline in this book is set for the success and greater good of the band program. If you have any questions or concerns, please don't hesitate to contact me at 799-800 X 4040 or through e-mail at wtskembos@interact.ccsd.net.

Sincerely,

Billy Skembos

Band Director

Basic High School

Purpose of the Basic Band Program

- To provide each student with a comprehensive music education by teaching skills and attitudes necessary to succeed as a young musician and young adult.
- To benefit the school and community through public performance of quality music while promoting and enhancing the dignity and reputation of Basic. H.S.
- To foster the development of essential character qualities which we believe include: a strong work ethic, a respect for order and legitimate authority, a sense of personal integrity, responsibility for one's attitudes and actions, and a respect for the time, talents, abilities, and accomplishments of others.
- To provide each student with a positive emotional outlet, a good social experience, and a worthy use of leisure time

Guiding Principles

Expectations

Band Students are typically some of the best behaved, hardest working students in a school community. As Basic Band members it is important that you remember who you are, where you are from and what we as a program are about.

Band Students Are Expected To Be...

Well-Behaved

Follow instructions the *first* time they are given.
Be quiet, cooperative, and in-control of yourself.

Respectful

Treat one another, teachers, parents, and administrators with courtesy and respect.

Honest

Take full responsibility for your actions and attitudes. Do not lie, cheat, or steal.

Committed

Realize the impact your individual attitudes and actions will have on the group.
Think of the band first.

Responsible

Do not wait to be told the obvious.
Pick-up the trash, put equipment away, and have your own music.

Positive

Attitudes are contagious. Be sure yours is worth catching.
Be a part of the solution, not the problem.

Punctual

If you are early, you are on time. If you are on time, you are late.
If you are late, you are in trouble.

Prepared

Bring your instrument, your best effort, and your best attitude
to each rehearsal and performance.

Persistent

Becoming a good musician is a process. It takes time and hard work.
Practice to improve on a daily basis.

Proud

Take pride in your band, your school, and yourself. Celebrate success together.

Bringing these qualities together will make the Basic Band an incredible place to be. We are in this together, and you only get out of things what you put into them. These character traits will also serve as the foundation for a positive learning community that everyone can succeed in.

Performance Ensembles

Membership into any of the performing ensembles in the Basic High School is open to any student genuinely interested in learning and growing musically. Placement into the various ensembles is determined by audition. The director will provide complete information well in advance of the audition date. The decision of the director is final in all audition situations.

The performing ensemble serves as a laboratory setting for school musicians, allowing for the synthesis of individual skills and talents into unified musical expression. While the focus of the ensemble is largely based on group expression, members continue to develop individual musicianship through daily attention to the fundamentals of music and music making.

The following is a listing of the performing ensembles included in the Basic High School Instrumental Music Program:

Symphonic Band- Members of the Symphonic Band represent the most advanced performers in the Basic High School Instrumental Music Program. The Symphonic Band performs literature of the highest quality and advanced technique, and represents Basic High School in a variety of performances throughout the school year. Our five most important events throughout the year are the fall concert on October 20th, winter concert on December 7th, the pre-festival concert on March 1st, CCSD High School Advanced Band Festival on March 24th, and the spring concert on May 18th.

Attendance at weekly rehearsals outside of the school day is expected of all members.

All members of Symphonic Band must participate in marching band.

Concert Band- Members of the Concert Band represent an intermediate level of playing ability. This class is mostly freshman, or less-experienced players. The Concert Band performs literature of the highest quality and technique, and represents Basic High School in a variety of performances throughout the school year. Our four most important events throughout the year are the winter concert on December 7th, the pre-festival concert on March 1st, CCSD High School Intermediate Band Festival on March 12th, 13th, or 14th, and the spring concert on May 16th. Attendance at a few outside of school rehearsals will be required of all intermediate band students.

All members of Concert Band music participate in marching band.

Percussion I and Percussion II- The Percussion I Class is for all freshman and less experienced percussion students. The students will focus on learning to play all instruments in the percussion family. Students will also work on rhythmic sight-reading skills as well developing basic mallet and concert percussion techniques. Percussionists in Percussion I will be expected to participate in a few outside of school rehearsals to prepare for important performances. Percussion I's most important performances are the winter concert on December 7th, the pre-festival concert on March 1st, CCSD High School Intermediate Band Festival on March 12th, 13th, or 14th, and the spring concert on May 16th. The Percussion II class is intended for all advanced percussion members. All percussion II members are considered a part of the Symphonic Band and will need to participate in weekly outside of school rehearsals in order to prepare for our most important performances. Percussions II's most important performances are the fall concert on October 20th, winter concert on December 7th, the pre-festival concert on March 1st, CCSD High School Advanced Band Festival on March 24th, and the spring concert on May 18th. ***All members of the percussion class must participate in Marching Band.***

Marching Band- Combining members of the Symphonic Band, Concert Band, Percussion Class, and Color Guard determine Membership into the Marching Band; therefore, a separate Marching band audition is not required. The Color Guard is determined by audition in the late spring of the previous school year. The Marching Band is the most publicly visible performing ensemble. Because of this notoriety, members must always display an attitude of discipline, enthusiasm, and pride. All Marching Band members are expected to attend band camp as well as all rehearsals and performances outside the school day. A complete calendar of events for the upcoming marching band season is provided in this handbook.

Jazz Band- Membership of the Jazz Ensemble is determined through a separate audition process. The Jazz Band explores a variety of jazz literature and techniques, and performs within the school and local community. The ensembles also participate in various jazz festivals during the school year. Rehearsals for Jazz Band will take place as late bird class beginning after the marching season has concluded, and continue through the end of the school year. The director will determine the time. Attendance at a limited number of appearances outside of the school day is expected of all members. **Priority will be given to band members who are in the marching band. All others will be allowed into the group at the discretion of the band director.**

Pep Band- Pep Band performs for most home basketball games as dictated by the year's home schedule. All members of the Band Program will be placed in either the blue or silver pep band and will only need to attend half of the games. Lyres and flip folders are used for these performances. A listing of game dates will be provided to the students well in advance of the performances. All members of the concert band symphonic band will be required to participate in the pep band.

Color Guard- The Color Guard is a large part of the visual program of the band in the fall and is a separate group in the spring. The Color Guard is open to all Basic High School Students. As an integral part of the Band Program, members of the Color Guard are expected to follow all policies and practices required of the Band. The Winterguard group will perform in the Winter Guard Association of Southern California in the spring and also our local Winter Guard Circuit of Southern Nevada. All Color guard students will be required to participate in both the Marching Band and Winter Guard program to participate in the class.

Procedure

Policies and procedures are outlined in this handbook to ensure that all aspects of the band program run smoothly, and to further ensure that each student has a safe and successful experience. *Please speak with the director if you have a question.*

Discipline

Because of the nature of the organization, band discipline, must be strict. Band Students maintain a highly visible profile both at school and in the community. Students in the band are ambassadors for Basic High School and the Band program whenever we are in public. *Students in the Basic High School Band are held accountable for their attitudes and actions. Persons with severe or perpetuated behavior problems will lose their privilege of being a band member.*

Commitment

Membership in the band program requires a major commitment from students and their families. Successful band programs require many hours of work from each student. It is important for students to understand the necessity of time management. Calendars are Essential!! Use the School Agenda to write down all events from your band calendar and other activities you are involved with. Students should take caution when being involved in too many programs at school or outside of school. Making wise choices based on your time, talents, and interests is a vital part of becoming an adult. The Basic Band has many involved students who take pride in their school. Make sure you prioritize your time and keep up with your calendar so avoidable conflicts can be reviewed long before the event.

Rules

- **Be Prepared:** Have your music, pencil, and instrument. Know your music and have a great attitude.
- **Be Professional:** You should be on time, mature, helpful, uniform, and a great model of a Basic High School student.
- **Be Respectful:** Be respectful and supportive of each other, your instructor, yourself, the school and it's property, and of the music and literature we're studying.

Behavior Plan

When students do not follow the expectations listed on page 5 and 6 of this handbook, the following behavior plan will be used:

- **First Offense-** Warning.
- **Second Offense-** Warning, loss of participation credit for the day, detention assigned.
- **Third Offense-** Detention assigned and Parent contacted.
- **Fourth Offense-** Referral to dean. Conference required with parent before the student will be allowed to participate in class.

For severe behavioral problems, the CCSD discipline guidelines will be enforced.

Events that require a Suspension will be looked at by the director to make a decision towards further participation in the band program. After any two suspensions the students will be considered for loss of credit and schedule change.

Attendance

All band students are required to attend every scheduled rehearsal and performance. Unexcused absences will negatively affect your grade. Please check the class calendar carefully and clear any potential conflicts to your schedule ASAP. If you know that you will be missing a rehearsal for a planned event then please follow the process for submitting a Basic Band absence request form.

A student must submit an absence request form at least 7 days in advance for any excused absence, or immediately upon return to school following an emergency. Mr. Skembos will review all absences and will make the correct result for the request. Students who turn the request in early have a better chance of Mr. Skembos helping to find a positive solution, especially when the absences are due to involvement in other campus programs.

Special note to students participating in extracurricular activities on campus

We are proud of the fact that a significant portion of the members of the band program actively participate in other activities on campus, such as sports, cheerleading, clubs, and other performing arts. **As per the school district policy, performances/games take priority over practices/rehearsals, and a compromise needs to be reached between equal events (a sport practice conflicting with a band practice, for example).** Although, once the sporting event or extracurricular activity is finished they must return to the scheduled practice or performance if there is still time remaining. Students who choose not to attend a band rehearsal because of a conflict of schedule with another activity on campus must follow the guidelines outlined in the attendance section. Failing to notify the director before the 7 day time period of your choice to not attend the band event will result in an unexcused absence.

It must be noted that the administration of Basic High School and the band department view band festivals and competitions as equivalent to playoff games in sports, and that these performances are a priority over regular season games. Students need to decide now that they will attend these events regardless of any sport or other extracurricular conflict.

Grading Policy

Quarter Grades will be calculated as follows:

Participation will be 60% of each class

The student will receive 100 points at the beginning of the quarter and over the course of the quarter the grade will be adjusted accordingly. If a student is late to class, their grade will be lowered 2 points; and if they have an unexcused absence, it will be lowered 3 points. If a student misses an evening rehearsal, their participation grade will be lowered 5 points; and if they are late, their grade will be lowered 3 points. If a student loses participation credit for the day because they were misbehaving, don't have their instrument, or forgot their music they will lose three points. Lastly, if a student misses a performance due to an unexcused absence, 45 points will be taken off of their participation grade. **An unexcused absence from a performance will result in the student failing the class for that quarter because of their participation grade.** If extra credit is available (very seldom), those points can be applied to the child's participation grade.

Tests and Assignments will be 40%

Throughout the school year, students will have many tests. There will be memorization tests, scale tests, and playing tests. Scale tests will generally occur every week and tests over the music are common. There will also be some miscellaneous assignments throughout the year that will be important to complete. Scale tests will occur almost every Monday during the second semester, as well as a few Mondays during the first semester. The students will be notified at least one week in advance of what their next test is.

Semester Grades will be calculated as follows:

Quarter 1 or 3 =	45%
Quarter 2 or 4 =	45%
Semester Exam =	10%

Excused absences and tardies (including those involving conflicts with other clubs, activities, or sports on campus), except in the case of illness or family emergency, must be cleared with the band **director no less than two weeks prior to the rehearsal or performance** and must be accompanied with a written explanation from the parent or guardian.

Rehearsal Procedures and Policies

Rehearsal is the time when the greatest amount of teaching and learning takes place. An atmosphere conducive to learning must be maintained at all times. Disruptive behavior of any kind will not be tolerated. Each student is expected to prepare their music on their own time, so that rehearsals can be used to coordinate all of the musical elements of a performance.

Practice outside of class is considered homework for this class!

Performances

Each student is **expected** to be in attendance at all performances. A performance is the final result of months of hard work and effort done by every member of the ensemble. Any missing member will drastically change the performance of the surrounding students, and therefore **any unexcused absence from a performance will result in a FAILING GRADE FOR THE QUARTER.**

Performance Evaluations (Playing Tests)

The director will monitor each student's progress on his or her instrument during the academic year through auditions and playing tests. Auditions are always live evaluations, while playing tests may be either live or recorded. Specific details regarding an evaluation will be supplied well in advance. Students will be provided with a performance assessment rubric for all auditions, while playing tests will be based on a raw score or percentage. Please note that the purpose of any performance evaluation is to monitor individual progress. The audition results will be final. Students are welcome to make an appointment with the director to get additional feedback about how to improve their audition results.

Marching Band

The marching band is the most publicly visible performing ensemble in the Basic Instrumental Music Department. It is important that members always present an image of respect and pride, as they are no longer representing themselves, but the band program, Basic High School, community of Henderson, and State of Nevada. A few facets of band life are unique to the marching season, and are worthy of note in this section.

Fall Rehearsal Schedule— During the fall marching season, we will be maintaining a very active rehearsal schedule in order to meet our performance demands. For the first nine-week grading period, beginning with the second day of school, rehearsals will be:

Monday Evenings- 5:00pm-8:00pm and Tuesday Evenings - 5:00pm-8:00pm (please see the class calendar for exact dates)

Marching Band is a separate class that each student receives a grade and semester credit for. Attendance at these rehearsals is a large part of the grading system. A student that misses too many practices will fail the class. Also, freshmen will receive a PE II waiver with the completion of marching band. If 120 hours are completed they will receive 1 credit of PE II (you can only miss a total of 10 hours of rehearsal), and if they complete at least 60 hours of Marching Band they will receive ½ credit.

Band Class Fees

\$50 per registered class. For example, Adv. Band (\$50) + MarchingBand (\$50) = \$100

\$250 Marching Band Trip Fee – (covers two trips to Los Angeles MBOS Competitions, Both hotel rooms, and a trip to Universal Studios)

Additional Costs-

Winter Guard - \$250 for instruction and show design, trip fees will be added later.

Drumline - \$250 for instruction and show design, trip fees will be added later.

Concert Attire – Dress (\$80), Tux (\$80)

Shoes - \$25

T-Shirt - \$12

Color Guard Uniform - \$150 (used for both marching band and winter guard)

For students participating in a concert band/percussion/color guard class as well as Marching band, we have a fee schedule for this year. We **need** to have the fees paid by these times in order to afford to go on our trips.

Amount Due	Due Date	What It Covers
\$100	9/9/11	A portion of the trip fee
\$100	9/30/11	A portion of the trip fee
\$100	10/21/11	The last portion of the trip fee and the marching band class fee.
\$50 + Other	11/4/11	Class fee, shirt, shoes (opt.), and warm-up jacket (opt.), color guard uniform

Band is an expensive activity that requires extra coaches for instruction, materials, uniforms, repairs, food, water, participation fees, etc... **The fees that your child is being charged are only a small amount of the money that it takes to run the band program.** Please help to fundraise throughout the year so we can continue to make progress in providing a quality experience for you child.

The director understands that your family may be facing financial restrictions. This will never limit your involvement in the band program. We provide many opportunities for fundraising, and any student who cannot pay the band fee in full should participate in every fundraiser until the band fee is paid. We may also set up a payment plan. We will have scholarships available for students who will be unable to pay.

Students who choose not to do fundraising, or make payments at the scheduled times will have a fine card turned into the school banker. Fines not paid will result in the student being withheld from registration for the next school year and not receiving a diploma if not paid by the end of the senior year.

- *Student accounts* – All band funds are held in the Basic high school bank with records in the band office. Each student has an account that is monitored through out the year. Each fundraiser the student participates in will positively affect their account. Any monies fundraised over and above the fees incurred may be carried over from year to year. Fundraised money may only be used for band expenses. There will **never** be a reimbursement for extra fundraised money. Funds may be passed down to younger siblings or donated to other financially restricted students after a student graduates.

Marching Uniform

Each member of the Basic HS Wolfpack Regiment will be provided with a formal uniform. The upkeep and laundering of the formal uniform will be the responsibility of the parent. Any damage to this uniform while in the student's possession will be repaired or replaced at the student's expense.

Each student is responsible for his or her uniform. Uniforms, shoes, black socks, and t-shirts are not to be left in the band room at any time. It is highly recommended that each student obtain a small duffel bag in which shoes, socks, and t-shirts may be kept when traveling.

It is essential that each member be dressed in an identical fashion. Prior to any marching band performance, student leaders will inspect each member of the section to ensure that the uniform is being worn properly. A list of specific uniform expectations is as follows:

- Black marching shoes which lace up the front are required. Shoes should always be cleaned before each performance. Tennis shoes or skate shoes are not acceptable!!!
- Solid, black socks covering the ankle are required. **WHITE SOCKS ARE NOT PERMITTED!!!** Points will be deducted for the wearing of white socks for the day's performance and a student may not perform. Black socks are available for \$5 a pair in the band uniform room.
- A band t-shirt is the only appropriate shirt to be worn beneath the uniform jacket. In the event of cool weather, a heavier shirt is acceptable (e.g. thermal under shirt...).
- The uniform jacket is to be completely fastened at all times. We are either completely in uniform, or not at all.
- Hair is to be worn "off of the collar" (e.g. not touching the collar, nor your ears, nor in your eyes). Long hair must be pinned up so that it will stay up on its own (including that which is rubber banded). Hair is to stay up at all times when in uniform, not just when performing.
- An individual student's hairstyle or hair color cannot be a distraction to the rest of the band or the performance. If a concern arises, the director and parents will discuss a temporary solution for the issue.
- Visible jewelry is **NOT** to be worn in uniform (examples: watches, bracelets, earrings, etc....). In the event that the earrings cannot be removed, they must be covered with flesh colored tape (band aid) so they are not visible. Medical bracelets or identification are permitted by permission of the director.
- Excessive make-up is not permitted. No lipstick is to be worn at all with the exception of the color guard who will match shades. No make-up whatsoever should be placed on the neck due to the high collar of the uniform coat. Fingernail polish must be clear. Colored polishes must be removed prior to any performance.
- No public displays of affection (PDA) will be tolerated when in uniform, including all times when in uniform, whether together as a group or separated from the group.
- Behavior while in uniform must be of the highest quality at all times. Horseplay, suggestive behavior, and profanity will not be tolerated, and shall be considered reason to be restricted from performing with the ensemble.

Concert Uniform

The concert uniform for all concert ensembles will be as follows:

- Boys in the Symphonic Band and Concert Band will wear a black tuxedo jacket, white tuxedo shirt, black bow tie, black cummerbund, plain black pants, black dress socks, and plain black dress shoes. Information on where to purchase these items will be available in the band room.
- Girls will purchase a black concert dress for approx. \$80. This dress will be theirs to keep. Girls must also wear black nylons and black dress shoes. Order forms for the dress will be available in the band office.

Please see the director immediately if you have a question about these items. A student that is not wearing appropriate concert attire may not be allowed to perform!

Please take the time to be sure that you have all uniform parts with you before you leave to come to school. Students who do not come to a performance with all of the above may not be allowed to participate in the performance at the discretion of the director. This policy will be adhered to at all times.

Traveling/Transportation

A separate information packet, including appropriate CCSD travel forms, will be given out for any out of district trips.

Students are transported to performances and activities on school buses or chartered motor coaches. All CCSD, Basic HS, and Band rules apply on buses and at any venue the band travels to.

Students may be released to their parents or guardian at the conclusion of a performance. Parents should request a release **in advance** and provide written documentation to the director. Be sure the chaperone is aware that the student will not be returning on the bus. Please do not ask to leave without this documentation!

Instruments

It is recommended that students clearly label the outside of their cases with an identification tag or other appropriate material. The school cannot be responsible for loss of or damage to a privately owned instrument. Privately owned instruments can be inexpensively insured through the parents' homeowners' policy.

Students will show respect for each other's property, as well as the Basic Band Room's contents. Disregard for other people's belongings will result in immediate disciplinary action. Instruments are very valuable, and should not be handled carelessly.

School Owned Instruments

A limited amount of school instruments are available for student use during the school year. Students should see the director as soon as possible to check out the instrument. Students are responsible for any minor repairs necessary during the school year and for returning the instrument in the same condition that it was issued. There is no rental fee for school instruments

All students who check out a school instrument will be issued a school locker and lock. Students are responsible for keeping their instruments secure. Failure to keep instruments in a safe place and/or failure to properly maintain instruments will result in immediate removal of the instrument from the student. Students will complete an "instrument sign-out" form, and will receive a copy of the agreement in addition to a checkout policy agreement.

Music - Care and Maintenance

All music is the property of the Basic High School Band Program and is on loan to the student at no cost. Any markings must be made in pencil. If a piece of music is lost, misplaced, or mishandled, the student will be assessed a fine of 25c per sheet of marching music or \$3.00 of Concert/Jazz music to cover the cost of replacing the part.

Locker Policy

Students may be issued a band locker at the beginning of the year. The locker is used for the storage of band instruments and music. NO other items should be stored in the band lockers. Students may have to share a locker. There will be periodic locker checks. All unapproved items will be removed from lockers and students will have one day to pick up these items. It is the student's responsibility to keep all band instruments locked up. Lockers and instruments must be locked up at all times. Please keep your locker clean and neat. All lockers will have a school lock. No personal locks will be allowed.

Dropping the Class

Because of the nature of the courses offered in Instrumental Music, enrollment is for the period of one year. Because each student is so vital to the success of the ensemble, it is not possible to drop the course between quarters or between semesters.

Fundraising

Everyone is expected to participate in fundraising events, as the money earned benefits all band members. Deadlines for each fundraiser will be announced at the beginning of the activity. Once the final deadline has passed, **the student will become financially responsible for any outstanding debts incurred on his or her part during the time of the fundraiser.** Failure to return unsold merchandise and/or money collected by the assigned due date will result in a fine placed on the student's account in the school bank. This fine must be paid before a student may withdraw from school, whether it is by graduation, transfer, or family move.

Your director and our school's administration do not wish to see any students denied the opportunity to be a part of the band program due to financial difficulties. Students with special needs will have several opportunities available for fundraising.

The following fundraisers have been scheduled for this year:

- Advertisements for Henderson Bandfest – Advertising sold for Bandfest programs. 50% of the ad sold will be applied to the student's band account. Ads are due Sept. 7th.
- Advertisement for Concert Programs – Advertising and Sponsorship for all Concert programs. Forms are available in the band office. 100% of the ad sold will be applied to the student's band account.
- Entertainment Books – In September we will be selling the Entertainment Books for \$20 the book is good in the Las Vegas Valley. \$10 will be applied to the students account.

- SCRIP - Buy gift cards and have the profit apply to your account. Go to www.shopwithscrip.com to find out more information.
- Garage Sale – The performing arts department will be hosting a community garage sale on October 8. There will be more information about this in mid-September.
- March – A – Thon – August 22-24
- Carwash – August 27
- Bowl – A – Thon – September 3
- Cookie Dough – September 12-21
- Coffee – October 10-19
- Marie Calendar Pies – October 31-November 9
- World's Finest Chocolate Bars – August 29-December 16

Fundraisers sponsored by the Basic High School Band will only earn money toward a student band account or the general band fund. No funds will ever be distributed to another organization or fund at Basic High School or other school without the express prior permission of the band director.

Band Web Site/Charms

The band has two internet tools available for every student and parent to stay up to date and informed at all times. The web site www.basichighband.com has information pertaining to the Basic band performing groups, the current band calendar, forms and parent information. The web site has a link to www.charmsmusic.com. To log into the Charms web site use the link from the www.basichighband.com web site or go to the charms web site, click on Parents, school log in is – BasicHSB, password is your student number. Charms will have student information on finances, fees, instrument loans, student information, calendar and an e-mail link to contact the band director. Please refer to both these sites to keep informed about the current status of the band program.

Band Letter Procedures

Students may letter in band. The Letter is awarded based on a point system and is cumulative for one school year. A form will be made available for students to fill out and turn in to the Director. This is the student's responsibility. Each year is a separate event. Included in this handbook is a copy of the lettering form. *Please keep in mind that all lettering activities are meant to be a service to the band program. Lettering students are recognized due to actions they take throughout the year by participating in events that improve themselves as musicians or help to promote the band program.*

Guard Letter Requirements

All Students that participate in the Color Guard class for the entire year and perform in all contest and shows through both marching and Winterguard season will be eligible to letter in Color Guard.

Additional considerations:

(this can include working for different Basic sponsored band events)

Student Leadership

All students have the opportunity to further their involvement in the Instrumental Music Program by serving as a student leader. The various leadership positions are as follows:

Drum Major - this person, or persons, serves as a student conductor of the Basic High School Marching Band. Beyond the conducting component of the position, the Drum Major is also responsible for a limited amount of teaching throughout the marching season, and assists with the general operation of the marching band. The Drum Major is selected in the spring of the previous school year and must have served at least one year as a member of the marching band. Audition information will be made available to all interested persons well in advance of the audition date.

Marching Band Section Leader - this person, or persons, serves as a student leader within his or her section. Beyond a limited amount of teaching during the marching season, the section leader also assists with the general operation of the marching band. The section leader's primary responsibility is the marching aspect of the program, but may extend into other aspects under certain circumstances. Section leaders are selected by the director through a student leadership application process available to all interested students at the end of the previous school year. Their responsibilities include taking attendance of their section, uniform and equipment inspection, calling and running sectionals, and maintaining discipline during rehearsal.

Band Boosters

Basic High School would like to encourage all parents and guardians to be actively involved in the BHS Band Boosters. Many parents already know the costs associated with running a quality band program and know that the school cannot afford to provide all of these funds. These funds are used to hire additional staff (similar to the assistants for a football team), to purchase specialized equipment and material that is not provided by the school district, and to lower the cost of trips for the year. A strong booster group can significantly improve the quality of the band in many ways. Attached is a list of activities boosters can help. Please fill out the form and return to school.

Forms

Enclosed in this Handbook are several medical and permission forms. Please fill out the permission pages at the end of the Handbook and return to the director by Friday, September 9, 2011. These forms will allow the student to participate in all activities for the 2011-2012 school year. The forms are CCSD medical and field trip permits, Basic HS medical and field trip permits and publicity permit. Forms are also available on line at www.basichighband.com or the Charms web site. These may be printed at home, signed and turned in.

Parents please attach a copy of the front and back of your insurance card and driver's license of the primary insured person. This information will be stored with the permission forms and will not leave the band office. You never know when it will be your child needing medical care while we are away from the school.

Students and parents are required to sign the Handbook signature form. If you need to contact the band office with any concerns the phone number is 799-8000 ext 4040 or E-mail marykay@basichighband.com.

BASIC HS BANDS

Pre-Arranged Absence Excuse Form

Student Name _____ Student # _____

Class _____

Date(s) you will be/were absent _____

You must turn in this form at least 7 days ahead of the date(s) of absence to be considered for an excused absence, except for emergencies and illness. You must turn in this form no later than two days following an emergency or illness.

Reason for Absence _____

Staple documentation to the back of this form (copy of doctor's note, etc.)

Student Signature _____ Date _____

Parent Signature _____ Date _____

<p>The following absences may be excused, if all documentation is submitted at least two weeks ahead of time and the assigned makeup is completed on time:</p> <ul style="list-style-type: none"> ➤ Death in the family ➤ Severe illness ➤ Wedding in immediate family ➤ Basic HS athletic competition you are involved in. ➤ Basic HS athletic practice (to be excused for a band practice, not a performance!) ➤ Basic HS curricular or extracurricular activity ➤ Family emergency, such as an automobile accident. (Not having ride is not a family emergency) 	<p>The following absences will NOT be excused:</p> <ul style="list-style-type: none"> ➤ Work ➤ Forgot ➤ No ride to practice or performance ➤ Slept late ➤ Babysitting ➤ Family restrictions (such as being grounded) ➤ A non-CCSD event, performance, game (discuss this with the director ASAP) ➤ Any of the excused absences without proper documentation (doctor's note, police report, etc.) ➤ Family Vacation (submit all requests for excuse at least one month in advance for consideration) <p>❖ Any other excuse will be reviewed on a case by case basis</p>
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IMPORTANT: Once an absence has been approved, it will be the student's responsibility to receive the make-up assignment for the absence. If the make-up assignment is not turned in by the announced deadline, the student will lose points for the absence.

Director Signature _____ Excused Unexcused _____

Band Letter Application

Student Name _____

The Basic Band Letters will be awarded based on an accumulation of points during one school year. Students must earn a minimum of 12 points in order to receive a letter. Students can letter in band each year they are in the program, but points are awarded annually. POINTS DO NOT "ROLL OVER" INTO THE NEXT YEAR. It is the responsibility of the student to keep track of his or her points. In order to receive a letter, students must have successfully completed marching band with a grade of "B" or higher each quarter, and be a part of a band class the entire year.

Points are awarded as follows

- _____ 3 points Participation in Advanced, Concert, or Percussion with a grade of "A"
- _____ 3 points Participation in Marching Band with a grade of "A"
- _____ 3 points Taking private lessons for given school year
- _____ 3 points participation in other music class with a grade of "A"
- _____ 2 points serve as Drum Major or section leader
- _____ 2 points participation in CCSD Solo and Ensemble Festival (6 points max)
- _____ 2 points audition for CCSD Honor Band or Jazz Band
- _____ 3 points successfully complete CCSD Honor band or Jazz Band
- _____ 2 point audition for all-state
- _____ 5 points successfully complete Nevada All-State
- _____ 2 points participation in NMEA All-State Solo and Ensemble.
- _____ 1 point perform with other ensemble (choir/orchestra) Max 3 points
- _____ 1 point participation in community ensemble (Las Vegas youth Orch., church etc)
- _____ 1-3 points for approved projects and activities
- _____ 1-3 points participation in Pep band (1 point per 3 games)
- _____ 1 point SNBA Summer Band Camp
- _____ Total Points

Additional Considerations: (In the space below list the volunteer work or performances that helped to promote the Basic Band).

Have this form filled out and turned in by Friday May 3rd .

Band Handbook Signature Form

I _____, (please print) have read and understood the Basic High School Band Handbook and I am familiar with all rules and procedures outlined in the Basic High School Band Handbook. I accept the responsibility and consequences expressed in this document.

Date: _____

Student Name (Please Print): _____

Student Signature: _____

Parent Name (Please Print): _____

Parent Signature: _____

Home Phone: _____ Parent Work Phone: _____

Parent E-mail: _____

Student E-mail: _____