



Band of Blue Handbook

Students are responsible for seeing that their parents receive any and all pertinent information whether it is written or verbal. Parents should occasionally ask their children for information about the band. Booster club meetings are held on the first Monday of each month unless otherwise announced. Booster meetings are held in the Band Room at 7:00pm.

This handbook has been developed over the past several years. Thousands of Band of Blue members have operated by these rules and procedures. Our manner of operation is largely responsible for the tremendous success the band has enjoyed. These policies have much to do with the quality of your performance and the quality of your education. Be mature and cooperative, and make these policies a part of your daily habits.

Each student is important! We are a team and everyone depends on each team member to do his job. We will be successful only if we work together to accomplish the same goals.

You should ask yourself this question: “If everyone in the band was like me, what kind of band would this be?” I hope that the answer for each of you will be “awesome”!

We want everything we do this year to be better! From playing better, to marching better, to rehearsing better. If we do this, then we will be successful! The Band of Blue is a big family! Together, we will have a program that all of our friends and family will be proud of! You can count on your staff to do everything it takes to give you a great program. **We need to count on you to do your very best.** Together we will have a great year and keep the Band of Blue one of the finest band programs in the country! Should any circumstance arise that is not covered in the handbook, the decision of the Director of Bands will be final.

The Director of Bands reserves the right to depart from the rules should extraordinary circumstances require this. The Director of Bands will be solely responsible for making this determination and his decisions will be final.

It is our hope that the good things our students learn from participation in the band will help them in other areas and at home.

Best of Luck!

Tom Finigan
Director of Bands

Joe Meshach
Associate Director

- **GRADES**

It is our belief that any student who can do all the things necessary to be a BAND of BLUE member and can behave and show respect for his fellow students and his teachers should receive a reasonably high grade.

Performing Band places an emphasis on learning technical skills, interpretation, phrasing, balance, blend, dynamic control, breath control, artistic interpretation, and appreciation, through the preparation and performance of traditional band literature. Participation in all performances is required for a unit in performing band.

To ensure a good grade you must:

- Prepare all music to the required level of competency.
- Memorize music on time.
- Not be tardy.
- Attend all rehearsals.
- Pass all inspections.
- Satisfactorily play the Winter and Spring Audition. **(These are required for a passing grade.)**
- Practice your music at home. *(Don't leave instrument at school.)*
- Attend all performances or dress rehearsals.
- Complete all assignments and on time.
- Keep your music and folder neat and complete.
- Have required music and instrument for ALL rehearsals and performances.
- Complete any additional requirements as assigned by the Directors completely and adequately.

You can receive extra credit by:

- Taking part in any of the events sponsored by SCBDA. (Region Band, Solo and Ensemble)
- Improving your chair position.
- Taking private lessons.

- **BAND OF BLUE GRADING PROCEDURE**

This grading system is based on 1000 points with the final grade determined by dividing the total points earned by 10. Letter requirements are separate but you must have a grade of 90 or above to letter.

400 points - Class attendance and rehearsal attendance with required materials and instrument; participation; and attentiveness. (*deduct 20 points per absence*)

150 points - Timely and proficient memorization of show music.

(It is up to **you** to pass off the music to a director, don't wait for us to ask you)

200 points - Individual winter audition (*requirements met*).

100 points - Individual Contribution to the ensemble. Attitude, Musicianship, Behavior

150 points - Prepared and on time for performances with all required materials, dress, and equipment. (*15 performances at 10 points each*)

Here's an Example of how this might work: Lets say we have a student named Matt. Matt has two absences from class and is missing his music on one occasion. (minus 60) Matt passes off two of his show selections but fails to get around to the third piece. He knows it but doesn't play it for a director. (minus 5) Matt has a good attitude and always gives extra effort (90 out of 100). Matt is late for one performance and shows up with the wrong color shoes for another performance and fails to wear his band t shirt under his uniform for another (minus 30) Matt realizes his grade isn't where he wants it to be so he practices really hard and gets 180 points on his winter audition.

Matt's Grade would be calculated this way: 340 out of 400, 100 out of 150, 90 out of 100, 120 out of 150, and 180 out of 200 for a total of 830. We divide that by 10 and reach a grade of 83.

Here's another example: Angela misses one class because she is sick (minus 20). She memorizes and passes off all of her music (all 150). She has a great attitude and often helps the directors after practice. She is attentive and demonstrates leadership qualities. (all 100 points) Angela is a couple of minutes late for the Christmas parade (minus 10). Angela is a very good player and gets 198 points on her winter audition. What is her score?

$$380 + 150 + 100 + 140 + 198 = 968 \text{ divided } 10 = 96.8$$

● **MAINTAINANCE OF ROOM & SCHOOL OWNED HORNS**

After several years of observation, your Directors have come to the conclusion that the organization and care of the facilities (band room) and equipment go hand in hand with pride and musical excellence. Please make careful note of this statement.

1. Neatness and Cleanliness of the Band Room.
 - A. After every event, the room must be clean and everything must be put in its place before we leave for the field, or bus, or before we go home.
 - B. Cleaning crews will be assigned weekly. One person from each section will be given the assignment by the section leader.
2. **DO NOT BRING FOOD, GUM, OR DRINKS INTO THE BAND ROOM!**
3. The room must be left in order after each rehearsal.
4. During indoor rehearsals, *do not bring cases (other than flute or clarinet) into the band set*. Leave your case in the storage room. Flutes and Clarinets are to be placed underneath your chair.
5. Do not track dirt into the band room, especially after marching rehearsals.
6. **All instruments are to be kept clean and in good working condition.**
 - A. Keep instruments in the Storage Room when they are not in use. Students who leave instruments in the Band room do so at their own risk. Music should also be kept in music folders in the proper music slots or crates.
 - B. **Please don't use the storage room as your personal locker.** (ie: no books or clothes are to be kept in there.)
7. Have pride in your band room and the band.
 - A. When asked to do your part in helping to clean up, do it willingly.
 - B. Any deliberate abuse or defacing of the room, equipment, or instruments will NOT be tolerated. Individuals caught abusing the room or equipment will:
 1. Pay any expense due to the abuse or defacing.
 2. Stand the risk of being removed from the Band.

The Band Room is primarily a place for work. The striving to make good music is enjoyable work nevertheless. When you enter the room your purpose for being there should be reflected in your behavior. The band functions as a school unit, and in many ways we are like a big family. Each student should *quickly and efficiently* go about preparing to begin the planned activity on time. Any kind of horseplay, foolishness, or immature rowdy behavior is strictly out of place because it is contrary to our purpose, and will not be tolerated.

- **FEEES**

All band fees must be paid in full for the student to participate in the band. If there is a hardship, arrangements should be made with the Directors.

1. Each student will pay a Band Fee for the year of \$75.00. If you have more than one child in the band, each additional child's fee will be \$50.00. We want to split this up into 3 easy payments of \$25.00. (\$25 – May 26; \$25.00 – July 24; \$25.00 – August 8) If a student starts band and drops out during band camp, their band fee will be prorated based on the full fee amount and the time remaining before the last payment is due. **The initial \$25 fee to be paid in May is non-refundable.**
2. The band fee is used to help pay for the marching show and additional instructors we may use during Band Camp. It also covers the cost of your child's band T-shirt, drinks for ballgames and contests, and a family membership in the Band of Blue Booster Club.
3. In addition to the \$75 Band Fee, students will be expected to pay all costs for any overnight band trips. They may do this through fund-raising or by simply paying the full amount of the trip expense.
4. Students who have not paid their fees (or made other arrangements), as well as those students whose fees are not up-to-date, will not be allowed to participate in non-classroom activities (ie: football games, competitions, concerts, etc).
5. Students are responsible for keeping receipts for all fees paid to the band. Students should pay by check when possible to give an added record of the payment. **Make checks payable to either BAND OF BLUE or CCHS BAND.** Fees are to be paid to the bookkeeper, Mrs. Bowman, in the Main Office. *Students should never pay without requesting a receipt.* An exception is made when students are purchasing merchandise like reeds or valve oil and receive the merchandise at the time of payment. Students can pay the money for reeds (or oil) to one of the Directors or Drum Majors.
6. Students may charge up to 2 reeds, 1 bottle of valve oil, or \$5.00. After this, all items must be paid for before any additional charges can be made. We recommend that you pay for each item (reed) as you get it. *Woodwind players are expected to have several extra reeds at all times in case the one they are using breaks.* Failure to have an extra reed could cause you to fail inspection for not having all your equipment.

- **CHAIR AUDITIONS & SELECTION OF ALTERNATES**

There will be TWO auditions for chairs each year. One will be held in the Spring and will determine placement for the Marching season. The other will be held in December and will determine placement for the Concert season.

Students who are late for either audition will be lowered one chair for each 10 minutes they are late. *Students who fail to show up for their audition will be placed in last chair and will still be required to pass-off the requirements in order to stay in Band and receive a passing grade.*

- **MARCHING BAND**

Rookies will be listed at the end of the Spring Audition list in the order of placement from their BAND OF BLUE auditions. Marching positions will be determined by going down the list until the section is filled. Once the section is filled, positions in the Colorguard or positions in unfilled sections may be offered to those rookies who remain. Those not gaining initial marching positions will be designated as alternates with all the rights and privileges as well as responsibilities of any other band member.

The directors reserve the right to switch people to other instruments in order to fill out weak sections or to make the Band more competitive. Should any band member in a starting position fail to meet his responsibilities as a band member in any way, he may be replaced by another student who is capable and willing to meet those responsibilities. This includes performing marching and playing at acceptable levels of competency. Those students who perform better will be given preference in the assignment of marching positions.

- **MARCHING REHEARSALS**

Rehearsals for marching band will be held Monday nights (6:00-9:00pm) and Tuesday through Thursday after school until 5:00 unless otherwise announced. Students may be kept for additional practice when necessary. We will try to notify you of changes to our schedule when possible.

Marching rehearsals are reduced to a minimum after State Marching Contest. There is generally no after school marching practices after the State Contest.

- **SYMPHONIC & CONCERT BANDS**

The spring band seating will be determined by the winter audition. The top players from each section will be seated in the Symphonic Band. The remaining students will then be seated in the Concert Band. When necessary, more than one concert band may be used to facilitate learning. The directors will determine the instrumentation of these bands as appropriate.

Students must agree to be available for any additional practices and are required to perform at the State Concert Festival. This is the goal of all of the spring bands.

- **CONCERT REHEARSAL**

As long as we operate on the 90-minute block schedule for band classes, all concert rehearsals will be held during class time. Should this schedule change, then after school rehearsal times will be announced.

Band class is considered a rehearsal! Students should not ask to miss class for field trips, plays, etc.... for three weeks prior to the concert or festival.

ATTENDANCE AT DRESS REHEARSAL IS MANDATORY. YOU MUST ATTEND DRESS REHEARSALS IN ORDER TO BE IN THE CONCERT UNLESS EXCUSED IN ADVANCE BY MR. FINIGAN OR MR. MESHACH.

- **ABSENCES**

Absences from rehearsal must be for legitimate reasons and must be approved by the director in advance. Unexcused absences and absences for which the director does not receive prior notification will result in the student losing the opportunity to perform with the band during the next performance. The student will still be required to attend the performance. Only Mr. Finigan can excuse absences. Please do not ask the assistant directors to excuse you. Students will be excused for sickness and doctor's appointments when we are notified in advance. It is helpful when these appointments can be scheduled before or after band practice. Unless there is an emergency, please do not schedule dental work that will affect the students playing for more than a day. If you aren't sure, ask us!

STUDENTS MAY BE EXCUSED FROM A PERFORMANCE IF THEY ARE SICK AND HAVE A DOCTOR'S EXCUSE OR IF THERE IS A DEATH IN THE FAMILY. Parents are asked to make every effort to have students available for performances even when it may be difficult to do so. The dedication of our students is what makes us a great band. Students should understand that every other student is depending on him to do his part. We work too hard not to have every band member at our practices and performances. In the past, we have had students perform during times of great sadness and while ill because their fellow band members were depending on them. Band of Blue members are traditionally very dedicated and dependable. ***Absences for reasons other than those listed above will result in loss of membership in the Band of Blue.*** If you are going to miss practice due to sickness, please call the Band Office (538-2907) or the school's Main Office (538-2904) so that you will not lose your performing position.

- **TARDIES**

If you are tardy and you feel you have a legitimate excuse, you have three (3) days to bring in a written explanation as to why you were late. The director will decide whether or not the excuse is acceptable. After three days has passed the tardy will count and there will be no appeal. (Having a car accident on the way to practice IS excusable; "My ride was late picking me up or forgot me" is NOT excusable.) If you are late returning to the stands at a football game you will have an unexcused tardy and will lose the privilege of leaving the stands during other games as well as losing your band letter. Being tardy to classes also applies here.

- **AFTER SCHOOL PRACTICE – RIDES HOME**

We will try to dismiss the band on schedule as much as possible. Dismissal time refers to the practice field and it may take students a few extra minutes to put away their equipment. Please ask your parents to be prompt when picking you up. We cannot be responsible for you for unreasonable lengths of time after practice.

- **PARADES**

A BAND MEMBER'S FIRST PRIORITY IN A PARADE IS TO THE BAND. Band members should not expect to be allowed to ride a float or represent another organization in a parade.

- **BAND LETTERS**

Students may letter in Band by completing the following requirements:

1. Guard members must perform a 3-minute routine demonstrating all basic moves and fundamentals or meet the requirements of playing members. This must be done 3 weeks prior to the awards program.
2. The students must play the Clinic requirements for the SCBDA All-State Band. This includes 9 major scales and the chromatic scale for wind players, and the 9 required rudiments for battery percussion.
3. The students must either make Region Band and earn at least an Excellent rating at Solo & Ensemble OR audition for Region Band and earn a Superior rating at Solo & Ensemble. *Scales and music prepared for these events must be performed for one of the directors prior to the event and must be suitably prepared.*
4. The students must not have any unexcused absences from practice without a proper excuse that has been cleared in advance through Mr. Finigan or Mr. Meshach. Last period Band Class is considered a practice. **Signing out does not excuse you from practice!**
5. The student must NOT be tardy for a practice or a performance without a proper excuse.
6. The student must NOT fail an inspection at any time. Inspections will be held before EACH performance.
7. The student will maintain a level of behavior conducive to learning in all classes, rehearsals, and performances. Disciplinary problems will make you ineligible to letter in Band.
8. The student will have NO absences from any performance. The only excuses will be sickness (with a doctor's excuse) or a death in the family. Absences for other reasons could result in loss of membership in the Band of Blue.
9. THE DECISIONS OF THE DIRECTORS ARE FINAL!

- **BAND TRIPS**

Students must fill out and return a trip permission form AND a medical release form as provided by the school district before making any trip with the band. Each student will be assigned to a specific bus. **Students may NOT change from one bus to another.**

All students are expected to ride to and from ALL band competitions with the band. Students who wish to ride home from Ballgames with their parents MUST obtain an “Alternate Transportation Permission Form” from the band office. *(School Board policy will not permit us to allow students to ride home with someone other than their parents.)* **This form must be turned in to a director at least five (5) minutes before tardy time on the day of the Ballgame.** After this time the form WILL NOT be accepted and the student will be required to ride home with the band. At the end of Ballgames, parents of those students who are not riding back with the band should report to the bus area to pick up their child. **Students WILL NOT be dismissed from the bleachers to go with their parents.** Students must see the director at the bus to be checked off of the bus list before leaving the group.

Students may leave all HOME GAMES with their parents as long as they have someone to take care of their instrument or equipment. (It may NOT be left on the bus or on the truck.) Students with large instruments on the truck will be responsible for helping to load and unload the band truck.

THE USE OF TOBACCO, IN ANY FORM IS FORBIDDEN. THE USE OF ALCOHOL (OR ANY OTHER DRUG) BEFORE OR DURING ANY BAND ACTIVITY WILL NOT BE TOLERATED AND WILL RESULT IN IMMEDIATE LOSS OF MEMBERSHIP IN THE BAND OF BLUE.

Roll call will be taken after every stop in which the band members disembark the bus.

On overnight trips, students will not be allowed out of their rooms after the specified time without permission from one of the Band Directors. **STUDENTS MAY NOT ALLOW MEMBERS OF THE OPPOSITE SEX IN THEIR ROOMS AT ANY TIME WHILE ON A BAND TRIP.**

All rooms will be checked and “secured” by chaperones and Directors before lights out.

Students will be given a detailed schedule for trips other than Ballgames. We will do everything in our power to arrive home at the appointed time. *We ask that you have someone waiting to pick you up when we return.*

Students are responsible for their own instrument, luggage, uniform, etc... on any trip and should see that it is loaded and unloaded properly. (We reserve the right to search any and all baggage or instrument cases taken on any school sponsored trip or band trips to insure the safety of all concerned.)

Student leaders will be responsible for checking members’ equipment, music, instrument, and uniform before that member will be allowed to board the bus. **We will not stop to eat unless this has been announced in advance.** Please be sure to eat accordingly so that you will not be hungry.

- **INSPECTION**

An inspection will be held before each performance to ensure the cleanliness of uniforms and instruments as well as making sure students have all their equipment.

YOU WILL FAIL INSPECTION IF:

- Your uniform or any part thereof is soiled (dirty).
- You are missing any part of your uniform.
- You are missing any music or your flip folder.
- Your shoes are not shined and polished.
- Your flag is dirty or torn.
- Your instrument is dirty and not shined.
- You are missing any part of your instrument. (reed, mouthpiece)
- Your socks are the wrong color.
- You are not wearing a T-shirt under your uniform. (no undershirts)

- **DISCIPLINARY ACTIONS**

The Band operates within the school's disciplinary policy. However, the Performing Band is largely an after school activity. **We are not obligated to keep a person in the Performing Band who constantly requires disciplinary action or who by breaking a specified rule brings shame to his fellow Band of Blue members and to the school. We will NOT allow a student who (by or through disobedience) places himself or any fellow student in danger to continue as a member in the band.** *Any student who intentionally disrupts a rehearsal (this includes the band class) or who deliberately refuses to obey the requests or directives of the directors, will be dismissed from the Band program.* Students who are dismissed from the band are subject to loss of credits toward graduation. Student membership in the Performing Band is at the discretion of the Director.

Punishment may be issued for minor infractions or the student's offense may be written up and the student referred to an assistant principal. Punishment for minor infractions may include but are not limited to such things as cleaning the Band Room, push ups, running laps, staying after band, calling the parent to come and pick up the student, etc.

- **INSURANCE**

While band members are not required to carry school insurance, we strongly recommend that you do so unless you have another Health and Accident Policy which covers you.

- **CARE & MAINTENANCE OF UNIFORMS**

The specific dress will always be announced prior to each event.

At certain times of the year, it will be necessary for students to wear a pair of Khaki shorts instead of the full band uniform. This is normally during the first couple of football games and at the Rice Festival parade. You should always wear white socks and shoes with the white pants and wear black shoes and socks with the navy pants. Students are to always wear the waist cinch and shoulder slash unless instructed to do otherwise by the directors.

All band uniforms should be PROFESSIONALLY DRY CLEANED at periodic intervals throughout the school year. Since most of the uniform usage occurs in the fall this should be the time of frequent cleaning.

Always hang your uniform up after a performance so that it can dry and be ready for the next time of use. STUDENTS WHO ABUSE THEIR UNIFORMS WILL BE REQUIRED TO KEEP THEIR UNIFORMS AT SCHOOL AND WILL CHANGE THERE.

On ALL band trips, your uniform must be carried in a garment bag with your name clearly visible on the outside of it. Each student is responsible for seeing that his/her uniform is properly loaded on the bus or truck. Upon returning to school, each student is to make sure that you have all of your uniform parts including shoes taken off of the bus or truck.

All members are required to turn in their uniform at the end of the school year. Graduating seniors may not take part in the commencement ceremony until this is done. Students turning in uniforms past the deadline date may be assessed a late fee of \$5. ALL UNIFORMS MUST BE PROFESSIONALLY DRY CLEANED AND IN THE CLEANING BAG WHEN RETURNED. If you turn in your uniform dirty, then you will be assessed a cleaning fee of \$10. STUDENTS MUST ALSO TURN IN THE “BAND OF BLUE” GARMENT BAG WITH WHICH THE UNIFORM WAS ISSUED. Uniforms should be returned on a wooden or hard plastic suit hanger.

APPROXIMATE REPLACEMENT COST FOR NEW UNIFORM PARTS

Coat	\$ 200.00	Silver Slash	\$ 55.00
Navy Bibber Pants	\$ 125.00	Cummerbund	\$ 30.00
White Bibber Pants	\$ 125.00	Hat	\$ 33.00
Guard Uniform	\$ 140.00	Hat Box	\$ 15.00
Plume	\$ 25.00	Garment Bag	\$ 15.00

- **OFFICERS**

All Band Officers will be appointed by the Directors. These may include Band Captain, Lieutenants, and Sergeants. **Guard Captain(s) will also be selected by the Directors.**

Drum Majors will be selected by the Directors. All drum majors must attend a summer camp while serving in that capacity. The camp must be approved by the directors.

- **AWARDS**

The following awards will be presented during the banquet at the discretion of the Directors.

- **Rookie of the Year**
- **Drum Major Award**
- **Band Captain Award**
- **Guard Captain Award**
- **Most Outstanding Sophomore**
- **Most Outstanding Junior**
- **Most Outstanding Woodwind**
- **Most Outstanding Brass**
- **Most Outstanding Percussion**
- **Most Improved**
- **Directors Award for Excellence**
- **John Philip Sousa Award**

Band of Blue Handbook

(Please sign and return this page of the handbook to the Band Office.)

Students Name _____
(Please Print)

I received and read a copy of the Colleton County High School Band of Blue handbook. I understand that I am responsible for the information contained therein. I agree to abide by the rules as set forth in the handbook.

Student's Signature

Date

I have read the handbook for Colleton County High School Band of Blue and understand that my child, _____, will be responsible for all of the rules and information contained in it. I also understand that my child will need to attend ALL band rehearsals and performances, including band class, unless excused by the Director in advance.

Parent's Signature

Date