

# The Parkway High School Band

*Parkway Local schools*

Rockford, OH

## Band Handbook

*A Tradition of Excellence*

This handbook is planned to acquaint every member of the Parkway High School bands with the traditions, activities, rules and administration. In order that our band may function smoothly, it is necessary to have these regulations, with a fair and firm method of having them respected. These rules and regulations are not a threat, but a means of protecting each member and should bring us closer to the finest band possible.

### **Purpose:**

It is an honor and privilege to be a member of the Parkway High school Bands. As a member of our organization each individual must assume responsibility to maintain our reputation for reliability, efficiency, and the highest standards of musical performance. You should take pride in our accomplishments and seek to improve yourself, and therefore contribute to the success of the bands.

### **Objectives:**

1. To help students learn about the content of musical works through discussion, analysis, and performance.
2. To develop high standards of musical performance and maintain a well-organized band program.
3. To inspire citizenship in our band through 100% cooperation between students, directors, and those we interact with in and out of uniform. A Parkway band member is polite and courteous at all times.
4. To encourage the student to continue his or her musical experience in post-school years.
5. To provide opportunities for development for those who may make music as a profession.

## **The Parkway High School Band Council**

The council is an elected body of students from the band that includes a president, Vice President, secretary/Treasure, Reporter, one Representative from each class and one auxiliary representative. (the auxiliary consists of the dance team, flag corps, or any other group that adds flash to the band). This group serves as representative of the total band. Its purpose is to help the director perform given duties, organize the band social activities, greet visiting bands and act as a consulting group for the director. Council will be nominated and elected during the week of band camp. Specific duties and requirements for each office are as follows:

### **President:**

1. Must be a senior with three years of marching experience, nominated and elected by the entire band.
2. Must be capable of starting rehearsal and conducting the band in the absence of the director.
3. Must be able to make decisions with the welfare of the band taken into consideration.
4. The president is responsible for the action of the band.
5. The president conducts the band council meetings.
6. The President will represent the band at meetings of other organizations, such as student council.
7. The President is in charge of organizing Senior Band night activities.

### **Vice President:**

1. Must be a senior, nominated and elected by the entire band.
2. Must be capable to assume the duties of President should he or she be absent.
3. The Vice-President will assist the President in performing his or her duties.

### **Secretary/Treasure:**

1. Normally a senior, nominated and elected by the entire band.
2. Keep minutes of the band council meetings.
3. Help keep an account of the financial situation of the band.
4. Collect monies when so instructed by the director, or President.
5. Take an accurate attendance of the band if asked by the director.

### **Reporter:**

1. Normally a senior, nominated and elected by the entire band.
2. Reports any newsworthy item to the newspaper, Almega, etc. such as upcoming concerts, band accomplishments, etc.

### **Representatives:**

1. One representative from each class will be elected by their class.
2. One auxiliary representative elected by the other members will serve as a representative during marching season only.
3. Assist President in performing his or her duties.
4. Refer questions to council and director.

## **Band Awards:**

### Awards:

1 <sup>st</sup> Year	Participation Certificate
2 <sup>nd</sup> Year	Certificate and Numerals
3 <sup>rd</sup> Year	Certificate and large block "P"
4 <sup>th</sup> Year	Senior Plaque

### John Phillips Sousa Award:

Voted on by band based on the following criteria:

1. Given to a senior of the Parkway High School Band
2. Award is based on Musicianship, Leadership and Service to the band.

### Section Leader Award:

1. Awarded to an outstanding section leader.

### Squad Leader Award:

1. Awarded to an outstanding squad leader.

### Pep Band Award:

1. A pin is awarded for each year of participation.
2. Pep band patch is awarded each year.

### Solo and Ensemble Medal:

1. Awarded to those who receive an Excellent or superior rating at adjudicated events.

### State Band Medal:

1. Given to each member if the band receives an Excellent or Superior rating at state adjudicated events.

## **Rules:**

**The Parkway High School Bands adhere to all school rules and procedure of Parkway schools. Additional rules specific to the band program included the following:**

### Ensemble Rules:

1. BE ON TIME AND PREPARED FOR REHEARSAL/CONCERTS. (Bring everything you need: equipment, music, instrument, pencil, uniform)
2. BE RESPECTFUL TO EVERYONE, THEIR PERSONAL PROPERTY, THE REHEARSAL ROOM AND SCHOOL OWNED INSTRUMENTS AND EQUIPMENT.
3. EXCESSIVE NOISE DURING REHEARSALS WILL NOT BE TOLERATED. (Talking/playing during instruction, overplaying you instrument at any time is not acceptable.)
4. The use of cell phones during events will only be permitted when permission is granted by the director.

### Bleacher Rules:

1. Sit with like instruments
2. No food or drink in the stands.
3. No non-band person is to sit in the band seating unless approved by the director.
4. Members are excused third quarter and must be back by the start of 4<sup>th</sup> quarter.
5. Be ready to play at any time.
6. If you must leave the bleacher area, you must get permission from the director.

### Bus Rules:

1. All students will ride to and from scheduled events on school transportation. The only exception is a note signed by your legal guardian releasing you to a responsible adult.
2. Follow the loading instruction given by the director/equipment manager/parents.
3. Follow the instructions and rules given by the chaperones and bus driver (school bus rules are in effect).

### **Discipline:**

Minor infractions (lateness, disrespect, etc.) of rules will be handled by the director of the ensemble using the following procedures:

1. First offense is a warning
2. Second offense requires a meeting with the director after class to discuss further disciplinary actions. (loss of privileges, before/after rehearsal detention)
3. Third offense requires a meeting with your legal guardian to discuss further disciplinary actions.

Major infractions (fighting, use of drugs, tobacco, alcohol, etc.) of the rules will be result in immediate referral to high school administrator and permanent removal from the ensemble.

### **Grading Policy:**

*Class Participation/Supplies = 25%*

You have a responsibility to yourself and the other members of our organization to come prepared to every rehearsal. You must bring your instrument (in working condition), music and a pencil to every rehearsal along with any other materials the director requires. A negative attitude at rehearsal will also have an effect on this grade.

*Attendance = 50%*

In a performing group, any scheduled event is considered an evaluative measure. Although the testing is difficult to recreate, make-up work will be available to the student in the event of an excused absence. If you need to miss a performance please follow the excused absence procedures listed below.

*Playing/Written Tests, Written Assignments = 25%*

The director has a responsibility to evaluate the students of the ensemble using playing/ written tests, and written assignments. Sufficient notice of assignments will be given to the students. Students who are absent from school on the day of a test can make-up the test the next day without being penalized.

## **Excused Absences:**

An absence will be considered excused if:

1. The student has an excused absence from school.
2. A completed "Absence Notification Form" must be turned into a director at least two weeks prior to the event that will be missed.

A specific reason for the absence must be listed ("personal"/"family" business is not an acceptable excuse). Please see a director following an absence. It is at the discretion of the directors to either grant or deny the excused absence. In the event of an emergency absence, an absence notification form should be given to the director within two school days following the absence. Unexcused absences from a scheduled event cannot be made up.

## **Parkway High School Ensembles:**

Concert Band:

The concert bands at Parkway High School begin rehearsing at the end of marching season. The bands play traditional and contemporary band literature to ensure that each student is exposed to a wide variety of styles and challenges. We will not split into two bands until after marching season has ended all students should attend the regular scheduled band class.

*Audition Information:* Students audition for seating before the end of marching season. I will give students plenty of time to prepare for chair tests. The audition consists of scales a short solo/etude and sight reading to demonstrate the students playing ability. Results will determine where the student will be seated in the concert band(s).

*Challenges:* Students who are disappointed with the results of the chair test may challenge out of that seat. Specific challenge procedures will be given with the results of the auditions.

Marching Band:

The Parkway High School Marching Band performs at all Parkway varsity football games during the fall as well as parades, fairs and music festivals July through October. This group is required to attend summer band camp, which is held in August prior to the beginning of school. During the marching season this group will have weekly practices after school Monday or Tuesday and Thursday. Students are required to be in the marching band if no school related conflicts exist. Non musicians have the opportunity to be in the auxiliary (flag corps, dancers) but an audition is required.

*Audition Information:* Students do not need to audition for the marching band. Students do however have the opportunity to audition for leadership positions in the spring before the season begins. These positions include: section leaders, and squad leaders. A section leader is responsible for the entire section. This person runs sectionals, checks off music, and helps with learning drill. There is one section leader per section. Squad leaders are responsible for other members of the band located within close proximity of their location in the drill and the block. Squad leaders are responsible for helping with fundamentals of marching and learning drill.

*Football players are to attend the first week of rehearsal and the two parades scheduled on the calendar.. Trainers, managers, and water carriers will not be excused from marching band.*

### Solo and Ensemble:

The benefits of solo and ensemble are many and therefore it is required that each student participate in the event. You may volunteer to play a solo, but all are required to play in an ensemble or choir at the event. Students are responsible for assembling their own groups, selecting music, and rehearsing however the director is available to assist in these areas.

### Pep Band:

Pep band is a volunteer ensemble that plays for all home boys basketball games. If you played during marching season you are eligible to play in pep band. Please sign-up for games with the director.

### Auxiliary:

The auxiliary is a group of students who add to the overall marching band experience. You must audition to be an auxiliary member. Typically the auxiliary will consist of dancers or flags.

### Uniforms:

The marching/concert uniform is provided by the music boosters. A \$20 fee is required for the use of the uniform. This fee covers the use of the uniform and cleaning after being properly returned before the last day of school. Additional information about marching/concert uniforms will be given at the beginning of the marching season. **Students are also required to purchase a gold logo shirt and black shorts from the director at the end of their eighth grade year. Total cost is \$30.** The summer uniform consists of the gold logo shirt, black shorts, ankle socks and tennis shoes.

### Music Boosters:

The Music Boosters is an organization that provides necessary assistance to the director and the band in order to make our total program more effective. We hope parents will be willing to work at functions when asked and assume positions of leadership at times when it is needed.

### Music Booster Website:

Important information concerning marching band, boosters, and other Parkway musical ensembles is available online at: [www.parkwayboosters.org](http://www.parkwayboosters.org). If you have lost an important handout or the calendar you can download a new copy at the booster website.

### Band Contract:

Both student and parent/guardian must sign the contract below and return to the director within one week of the start of marching season.

### Contact Information:

Parkway Local Schools  
400 Buckeye Street  
Rockford, OH 45882



Ryan Twigg, Director  
419-363-3045 Ext. 410  
twiggr@parkwayschools.org

**Information Sheet**

*Please print*

Last Name \_\_\_\_\_ First Name \_\_\_\_\_

06/07 Grade \_\_\_\_\_ Instrument(s) \_\_\_\_\_

Parent's names \_\_\_\_\_

Home Mailing Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone (\_\_\_\_) \_\_\_\_\_ Father Work Phone (\_\_\_\_) \_\_\_\_\_

Mother Work Phone (\_\_\_\_) \_\_\_\_\_

**Parent email address** \_\_\_\_\_

**Student email address** (if different than parent) \_\_\_\_\_

Other anticipated school activities \_\_\_\_\_

**BAND CONTRACT**

***PLEASE READ THE HANDBOOK CAREFULLY BEFORE SIGNING BELOW***

I \_\_\_\_\_ have read this handbook and I am aware  
Parent/Guardian Name  
of the student rules for Parkway schools. My child completely understands his/her obligations to the ensemble and will do his/her best to be a cooperative member of the group. As a parent I will do my best to assure that my child is responsible concerning all issues in discussed in the handbook, because I know that the policies will increase the professionalism of the ensemble. I also agree to contact the director if any problem(s) arise that need discussion.

Signed \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
Parent/Guardian

Signed \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
Student