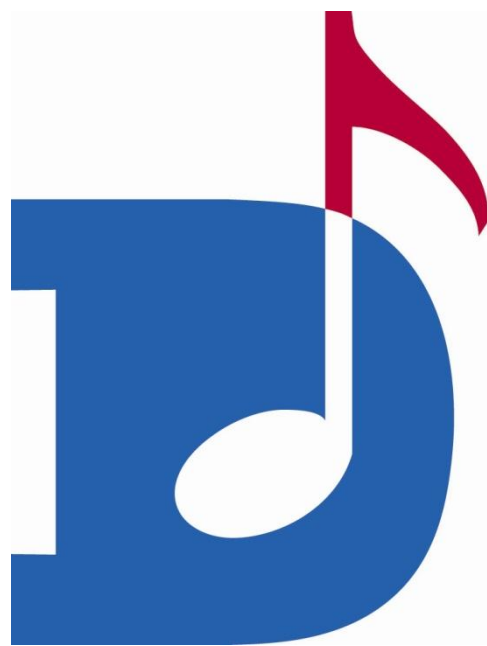


# **Dunwoody High School**

## **Band Member Handbook**



**2011-2012 School Year**



**Dear Dunwoody Band Members,**

This handbook has been written to help students gain the most from their band experience as well as provide guidance to the practical everyday experiences of the band program. The success of the band program centers on pride, commitment to task, and the willingness to work hard to achieve a common goal. We do not expect every student in the band program to become a virtuoso musician. We do expect every student to establish both short and long-range goals for improvement on his/her instrument, to exhibit mature responsible attitudes and actions at all times, and to be willing to contribute lots of hard work for the benefit of all.

The band program exists to provide an excellent music education for the students. This is achieved through individual study and varied performances in many venues (both marching and concert) supporting a curriculum which places an emphasis on comprehensive musicianship. Performance opportunities include large ensembles, chamber ensembles, and solos. The skills that band students acquire in these activities are directly related to skills necessary for auditions, presentations, and interviews in other career fields.

The band program will also develop a student's social skills. Participation in band enables the students to form close friendships within the school through their collaborative efforts. It provides the opportunity to work with their peers as part of a team. As a member of the Dunwoody High School Band, students make long-lasting friendships and develop a sense of camaraderie that is unique to our organization. There will be many opportunities for musical fellowship and fun through participation in band. Organizational goals are clearly established, and the students depend heavily on each other to achieve them. As a result, the concepts of responsibility, teamwork, and good citizenship will develop as each student experiences the world of music.

The ultimate goal of the program is to produce graduates who are knowledgeable about music, can perform successfully with confidence, can operate within a structured framework, and can work to develop the skills necessary to become a life long musician. In addition, the program also strives to produce informed adults of high integrity who understand and appreciate music and musicians, and who will foster the continuing developments of artistic endeavors in their community.

Onward and upward!



Will Henderson  
Director of Bands



# DHS Band Member Handbook

## Table of Contents

Band Staff	4
Mission	4
General Goals and Objectives	4
General Conduct/Expectations	5
School Owned/Issued Instruments	6
Individual Band Responsibilities	7
Symphonic Band	7
Concert Band	7
Jazz Band	7
Percussion Ensemble	8
Marching Band	8
General Football Game Procedures	11
Band Uniform Guidelines	11
Travel Guidelines	12
Spring Trip	13
Music Enrichment Program	13
Chair Placement and Challenges	13
Dunwoody High School Band Contract	16

# Band Staff

---

## **Will Henderson, Director of Bands**

Phone: (678) 874-8569

Email: whenderson@dunwoodybands.org

## **Jared Lanham, Percussion Director**

## **Micah Lanham, Percussion Instructor**

## **Brandon Bush, Colorguard Director**

# Mission

---

The Dunwoody High School Band will commit to excellence in everything we do. We will be the best and most respected High School Band Program in the State of Georgia.

# General Goals and Objectives

---

- I. ***Mental and physical discipline***
  - A. Develop concentration
  - B. Memorize music
  - C. Learn techniques of preparation as they relate to group and individual performances
  - D. Develop self and group discipline
- II. ***Citizenship through group endeavor***
  - A. Develop leadership abilities
  - B. Develop responsibility
  - C. Develop ability to cooperate with others and to work as a team member
  - D. Develop diligence
  - E. Develop mutual respect for each other
- III. ***Physical conditioning***

Develop strength, stamina, endurance and coordination
- IV. ***Value Judgments***

Obtain the ability to make musical value judgments through critical listening (as they pertain to

a musical setting). The student will recognize quality of sound, pitch, style, tempo, rhythm, blend, balance, phrasing, dynamics, and articulation.

V. **Music Theory**

- A. Know and utilize note values and rests
- B. Know and utilize keys, key signatures, and scales
- C. Know and utilize musical terms, signs, and symbols
- D. Recognize and tune intervals and harmony
- E. Ear training/listening skills

VI. **Proper instrumental technique**

- A. Care of the instrument
- B. Assume correct posture and playing position
- C. Develop the embouchure/stick grip/hand position
- D. Develop characteristic instrumental tone
- E. Develop proper breathing techniques
- F. Develop technical instrumental proficiency (fingering, articulation, rudiments, scales, etc.)

## General Conduct/Expectations

---

Band members will observe all policies set forth by Dunwoody High School, in addition to the following (as they pertain to the instrumental setting):

1. All students are expected to conduct themselves properly at all times. Display of profanity, temper, flagrant violation of rules, etc., will not be tolerated. Individual behavior during a band function is a reflection of the group.
2. Students will follow the director's instructions quickly and efficiently.
3. Students will be in their assigned rehearsal area ready to work at the set rehearsal time.
4. Students will bring all equipment including music, pencil, instrument, and all supplies to rehearsals daily.
5. Students will keep hands, feet, and other objects to themselves.
6. Students will maintain a high level of good and acceptable behavior.
7. Students will bring no food, drinks, candy or gum in the band hall. Water in a sealed container is acceptable.
8. Students will not play on equipment they do not own or do not have permission from a director to use. Students will not touch, handle, borrow, or use anyone else's instrument, uniform, or personal belongings.
9. Students should ask for permission to speak by raising your hand and waiting to be acknowledged. All rehearsals are expected to be extremely quiet so that our time will be utilized wisely.
10. When allowed in the band hall, either before or after school, students will not disturb any rehearsal in progress.
11. Students will respect the property of others, and return their equipment to its proper storage place when not in use. Each student is responsible for keeping their storage area clean.

12. Students will not enter the director's offices without permission.
13. Students will not deface or mark on music stands, walls, doors, equipment, etc.
14. Students should keep their equipment in the designated storage area, and keep their storage area clean and neat in appearance. Students who demonstrate great difficulty with this may lose the privilege of having a storage area in the band hall.
15. Students will utilize their assigned storage slot for instrument cases during rehearsals.
16. **Any behavior, which is not representative of good citizenship, as perceived by the band staff, may result in the student's dismissal from the activity at hand as well as the band program.**
17. **Per the Dekalb County School System, any student who uses drugs or alcohol or shows evidence of use at any band function may be dismissed immediately from the Band Program.**

## School Owned/Issued Instruments

---

Dunwoody High School will provide a limited number of instruments for student use. These instruments include such highly expensive instruments as the Bassoon, Oboe, Tenor Saxophone, Baritone Saxophone, French horn, Euphonium, Tuba, various marching horns, and general Percussion equipment. This equipment is generally purchased by the school district for student use because of its extremely high value. **Thus, all school owned equipment must be handled with optimum care.** Students failing to care for, or take care of their school issued instrument will lose the privilege to use such instruments. The following is a list of general procedures for school owned instruments:

1. If at all possible, students will be issued an instrument for home use and one for school use.
2. Dunwoody High School does not provide insurance for individually or school owned equipment. **Students will be held responsible for school owned instruments issued to them. This responsibility will include fire, theft, accidental damage, abuse, and general maintenance not incurred through normal use.**
3. Students and parents must sign an instrument check-out form before the instrument can be used by the student.
4. Each instrument will be issued in good playing condition. Each issued instrument will be checked and cleaned prior to issue. Students are expected to maintain their issued instruments accordingly.
5. The band member is financially responsible for all equipment and/or materials checked out to him or her.
6. All equipment and materials must be kept in their proper storage location when not in use.
7. Dunwoody High School will assess a fee for routine cleaning and maintenance of school district owned instruments.

### **Special Note**

School owned instruments are not to be treated as “free” instruments. Basic supplies must still be purchased and repairs must still be made just like personally owned instruments. Please strive to treat these instruments as if they were your own. Most school owned instruments exceed a \$2,000.00 value.

## **Individual Band Responsibilities**

---

Students are placed by audition into one of three classes at Dunwoody High School High School: Symphonic Band, Concert Band, or Percussion Ensemble. Our curriculum is designed to improve individual performing skills throughout the year. Performances of the concert ensembles will include but are not limited to the following: Winter Concert, Spring Concert, Band Festivals/Pre-festivals, Marching Contests, Final Concert, and Graduation. Please check the band calendar for all concert dates and times. Students in all aspects of the program are expected to maintain passing grades and earn satisfactory conduct marks. The responsibilities for students in each group are outlined below:

### **Symphonic Band**

The Symphonic Band is our top performing ensemble. Membership is by audition. Students in this organization are highly encouraged to audition for All State Band as well as participate in Solo and Ensemble Festival in the spring. Symphonic Band members are expected to be exemplary students in all aspects of their high school career. Failure to maintain a passing grade in all subject areas, failure to earn satisfactory conduct marks, and failure to positively contribute to the overall band program are means for dismissal from this band. Students must be enrolled in band both the fall and spring semesters in order to be considered for placement in this ensemble.

### **Concert Band**

The Concert Band is the second performing and competing ensemble. Membership is by audition. Students in this organization are expected to maintain a passing grade in all classes and earn satisfactory conduct marks. Participation in the All-Region Band auditions is encouraged. Symphonic Band members are required to participate in the Solo and Ensemble Festival.

### **Jazz Band**

The Jazz Band is a public relations arm of the band program. Membership is open to all Band members. Placement will be at the director’s discretion, with auditions being utilized when necessary. Students in this organization are expected to maintain a passing grade in all classes and earn satisfactory conduct marks. Rehearsals for the Jazz Band are during school. Some rehearsals and performances are outside of the school day.

## **Percussion Ensemble**

The Percussion Ensemble performs on world percussion instruments as well as all of the standard concert percussion. This group plays music ranging from jazz to steel drum to bluegrass.

Membership is by audition.

## **Marching Band**

Marching Band is an extracurricular volunteer musical ensemble at Dunwoody High School. It is open to all DHS students. Full Band rehearsals will be Monday from 3:30-6:30, Wind sectionals (all woodwind and brass players) on select Tuesdays (see schedule on website or Charms) and Thursday nights from 6:00-9:00 PM. Additionally, the auxiliaries and the drum line will rehearse on Wednesday afternoons from 3:30-5:30PM. The band will perform at all varsity football games, various parades, and several contests during the fall.

### **Marching Band Rehearsal Schedule**

- Monday, Full Band- 3:30PM- 6:30PM
- Tuesday, Sectionals- 3:30PM-5:00PM
- Wednesday, Percussion and Guard- 3:30-5:30PM
- Thursday, Full Band- 6:00PM- 9:00PM
- Friday Full Band Run-through and performance times TBA

**Special Note: Students must not talk during field rehearsal. This helps us maximize our time.**

### **Primary Marchers**

Students who earn a position in the marching band will carry the designation of primary marcher. A primary marcher is a student who:

1. Successfully completes the memorization requirement for music by the appropriate time.
2. Demonstrates high quality marching skills.
3. Is punctual in report times.
4. Is present at all rehearsals and performances.

### **Alternates**

Alternates are students who learn marching skills in the attendance block. Alternates will meet the same requirements of primary marchers. Alternates will be given various opportunities to march in both rehearsals and performances. A minimum number of alternates are preferred. The position of alternate will be utilized for those students who display difficulty in meeting the criteria of a primary marcher.



## **Expectations**

You should take pride in being a member of this organization. Your behavior should reflect that pride at all times. You are expected to maintain a high standard of behavior and an excellent, positive attitude. All members are expected to cooperate in rehearsals and performances with student leadership and the adult directors. There are many different ability levels in any musical ensemble. It is every member's responsibility to perform at their personal best, to practice with integrity and to set goals and achieve them. During the course of the marching season, each member will be evaluated by music and marching pass-offs. Good internal discipline is key to individual success. However, to teach correct behavior and positive rehearsal and performance technique the following consequences will be incurred if the band member needs reinforcement:

1. Pushups in place- assigned by a director or student leader
2. Laps after practice
3. 15 minutes of marching fundamentals with a student leader after practice
4. 30 minute detention with the Band Director
5. Parent Conference
6. Dismissal from the Marching Band.

All members must work their hardest to maintain a positive mental attitude. This is the single most important factor in our overall success.

## **General Attendance**

In order to have and maintain a high quality marching band, attendance from all members is essential. The following guidelines outline the attendance procedures and policies for the marching band.

## **Excusable Absences**

Absences will be excused at the discretion of the director. Appointments, tutorials, etc. will not be an excuse for absence. Personal illness requiring medical attention, death in the family, and serious problems will be considered as an excused absence. Students who are continually ill, may need to provide a doctors note releasing them for participation in order to insure the well being of the child and to reduce band director concerns. If in doubt, an absence should be checked with the director. The following are considered excusable absences:

- Sick and not in school
- Death in the family
- Religious holiday

### **Un-excusable Absences:**

The following are examples of unexcused absences:

- Dentist/Orthodontist appointment: students and parents have the rehearsal schedule well in advance. Please help by scheduling around our rehearsals whenever possible.
- Driving test
- Homework (time management is important!)
- Attending a rock concert or sporting event
- Birthday
- Work
- Trips (vacations) without proper advance notice (at least two weeks)
- No transportation (section leaders can assist you with rides if you need one)

Students who have an unexcused absence will be subject to one of the following consequences:

1. Loss of spot as a primary marcher.
2. Loss of marching privilege for one game.
3. Loss of attendance privilege at one game.
4. Removal from the marching band.

### **Roll Check**

Roll check will be completed promptly at the start of rehearsal in the attendance block.

### **Tardiness**

Students not in the attendance block at the appropriate time will be marked tardy.

### **Excused Tardiness**

Tardiness will be excused at the discretion of the director. Tutorials, appointments, etc., will not be an excuse for tardiness unless prior arrangements are made **and** approved a minimum of 1 week prior to the absence or tardy. Please keep your teachers informed of our rehearsal schedule and plan alternate tutorials/consultations to avoid conflicts. Most teachers offer morning tutorials as well.

### **Unexcused Tardiness**

Students who have more than one unexcused tardy will be subject to one of the following consequences:

1. Make up 15 minutes of fundamental marching with his/her section leader after rehearsal or report early to next rehearsal to make up lost time.
2. Loss of marching privilege (for one game) at a football game.
3. Loss of spot as a primary marcher.

\*Consequences will be issued at the discretion of the Band Director.

**NOTE:** A tardy will be converted to an absence 15 minutes after the rehearsal begins.

### **Absence Requests**

A red absence request form is available in the Band office. All requests must be turned in for approval to the Band Director or Student Attendance Secretary a minimum of one week prior to the absence/tardy.

### **Marching Band Performances**

The primary performances of the marching band will be at the football games. The marching band will also perform at various festivals as well as local parades.

### **Inspection**

Inspection is a vital process of the marching band “pregame” to determine who is prepared for a successful performance. All students will be called to attention in their attendance block and will remain in that position until inspection is completed. The inspections will take place at the announced location for home and away stadiums. In the case of away games or contests, inspections will take place in the band hall before boarding the busses. Inspections will be completed by the Drum Majors and Band Captain.

### **Music Inspection**

Music inspection will occur before all football games and marching band performances. Music inspection will not be utilized at marching contests. Students will be asked to display music, lyre (if appropriate), and flip folder. Students who do not pass music inspection will be disciplined.

### **Uniform Inspection**

Students must pass a uniform inspection every week. Students must have complete uniform, poncho (even if it isn't going to rain), and hat box complete with hat.

**Special Note: Please see band uniform guidelines in a later part of this handbook.**

## General Football Game Procedures

1. Students will arrive at the designated area and get dressed in full uniform for inspection.
2. Students will assemble in ranks to march in to the stadium when directed to do so. Students will remain standing until all band members have arrived and are prepared to be seated. Students will sit when instructed by a Drum Major or director.
3. **Students will remain in their assigned spot in the band seating section at all times during the game.** Water will be provided by the band booster organization. Students will refrain from accepting food or drinks from parents, relatives, or friends.
4. Students **ARE NOT ALLOWED** to bring food from the concession stand into the band seating area.
5. Students will stand at attention during the National Anthem and while the school song of the opposing team is being played (both at the beginning and end of the game).
6. Students needing a restroom break must be accompanied by another member of the band. Students will be given water after the halftime performance.
7. Students will be expected to listen for and watch the directors and Drum Majors during the game. Students will need to be prepared to perform at all times.
8. **Students are never allowed** to play other student's instruments in the stands.
9. Students will refrain from playing their instruments on an individual basis. The band will perform as a group or with approved small ensembles.
10. At the appropriate time, the band will be dismissed from the stands for the halftime performance. At this time, the band must move quickly, quietly, and efficiently to the appropriate area.
11. At the end of our performance (if we perform first) the band will go to the front sideline and kneel while the other band finishes their performance.
12. At the conclusion of the halftime performance of all groups, students will be dismissed for Third Quarter break. **THIS IS NOT PLAY TIME—YOU STILL NEED TO REPRESENT YOURSELVES IN A POSITIVE MANNER.** Students will be seated in their assigned spot by the time the game clock reads 2:00 in the 3<sup>rd</sup> quarter.
13. At the conclusion of the game, the band will march out of the stadium when feasible or will be dismissed from the stands to board the buses.

## Band Uniform Guidelines

Students are expected to follow the listed uniform guidelines.

### **NO VARIATIONS WILL BE ALLOWED.**

#### **General**

1. Band uniforms are issued at the beginning of the season and the student is responsible for bringing the uniform to every performance. The uniform will be stored by number on rolling racks in the band room. Students should arrive at the band room wearing the Band t-shirt, shorts, black dress socks and black marching shoes. Students who are not dressed appropriately will not be allowed to perform and will incur an unexcused absence.

2. Students will be held financially responsible for the uniform and its components while in their custody.

### **Wearing the Uniform**

1. Always wear and treat your uniform with pride. The uniform should be worn as a complete unit at all times when in public. The only exception to this will be when a director instructs you that you may remove your coat. The band t-shirt is to be worn under your uniform. The band shirt will be part of pre-performance inspections.
2. You must wear approved black band shoes and black socks (student purchases).
3. All students with long hair will need to put it up under their hat during performances.
4. **No consumption of food and drinks while in uniform without permission.**

### **Alterations and Care**

1. Never cut any material from the band uniform. Never alter the uniform unless the alteration has been approved by a director.
2. Keep the collar hooked while hanging to retain the shape of the coat.
3. Always hang pants by the crease.
4. Label your uniform bag.

## Travel Guidelines

---

The band will frequently travel on both school and commercial busses. Student conduct is expected to be at the highest level on any trip.

Students must travel to and from events on the bus. Any student wishing to arrive or leave with his/her parent, must notify the bus chaperone *in writing* prior to the event. A decision will be rendered based on the circumstances provided.

Students must have all necessary forms completed and returned in order to travel on any trip with the band.

While on the bus, students will:

- Remain seated at all times
- Sit properly in a forward position
- Keep the bus clean of food, drinks, and debris
- Keep all body parts inside the bus
- Only use a headset when listening to music

- Remain silent when addressed by person in charge on the bus
- Refrain from loud, boisterous talking, screaming, whistling, etc.
- No public displays of affection.

***Special Note*** - As a member of the band, you are a representative of your school. Always be on your best behavior. If you are in doubt about an action, **DO NOT DO IT!** Your conduct must be such that at no time could be considered a bad reflection on the school, the band, your home, yourself or the community.

## Spring Trip

---

The band takes a trip each year during Spring Semester. Details about a possible trip will be distributed to the band in September. Any member of the Marching Band is eligible to participate in this trip. In addition, any student who participates in Band class for at least one semester may also participate.

## Music Enrichment Program

---

We are fortunate to be able to offer our students a fully staffed faculty from which private lessons are available. Each faculty member is approved by DHS and is an authority on his or her instrument. The private lesson program is an integral part of the success of each student and our band program. Although not required, it is highly recommended that each student enrolls and participates in the music enrichment program.

## Chair Placement and Challenges

---

At the beginning of each term, students enrolled in band class are placed in an initial chair order based upon audition results. Following this initial placement, students then have the opportunity to improve on their chair placement through the challenge system.

**This system operates under the following guidelines:**

- Students may only challenge up one chair at a time.
- Students may only challenge within his or her own band.
- Students must wait at least 5 school days to re-challenge after losing a challenge.

- Failure to appear at a challenge will result in the forfeiture of that challenge.
- Challenges tainted by ill will or negative feelings will be canceled or forfeited at the director's discretion.
- All challenges must be concluded two weeks prior to any concert.

### **Procedures for seat placement challenges**

Making the challenge:

The person wishing to challenge must first notify the challenger of their intent to do so. Once this challenge has been placed, both the challenger and the challengee must go to their director together. At this point the director will assign the music and schedule a date and time for the challenge.

On the day of the challenge:

The challenge itself will be "blind" in that the director listening to the challenge will not be able to see the players. To preserve the anonymity of the challenge neither student may talk when he or she is in the performance room.

Prior to playing the challenge, the students will determine who will play first ("#1") and who will play second ("#2").

When it is your turn to play you may enter the room and perform the music. Remember, you must not say anything while you are in the room.

The person who performs the music with the highest level of excellence will be declared the winner of the challenge and will then either assume or retain the higher chair.

# Dunwoody High School Band Contract

---

The purpose of this contract is to insure that every student and parent is aware of the rules and expectations of the band program. This contract serves as an extension of the information given out in our information handbook which can be found online.

## EXPECTATIONS

- Students are expected to be courteous and respectful of directors, officers, teachers, administrators, parents and each other at all times.
- Students will take pride in the band uniform, facilities and equipment by keeping them clean, neat and in good condition.
- Students will be present and on time to all rehearsals, concerts, and other performances.
- Students are expected to attend classes regularly and do their best to maintain a passing grade in all classes.
- A job will NEVER interfere with a rehearsal or performance.
- Any UNEXCUSED ABSENCE from a rehearsal or performance will result in the suspension from the next performance. Two unexcused tardies equals one unexcused absence.

\*\*\*\*\*

This is to certify that I have received and read a copy of the Dunwoody High School High School Band Member Handbook and do hereby acknowledge that I understand and agree to abide by all the rules and regulations covered. I assume all consequences by not doing so.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date