

West Johnston High School Band Handbook 2016-17 School Year

Director: Phillip H. Franklin



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Terms

- Some terms and acronyms are used frequently and interchangeably throughout this handbook. These include:
 - WJHS BPA: West Johnston HS Band Parent Association
 - JCS: Johnston County Schools
 - Band, Band Program, West Johnston High School Band, ensemble, performance unit, marching band
 - Band member, member, student

Preface

- This handbook describes the West Johnston High School Band Program (Band Program) and its policies, rules, and regulations. Band members are required to follow the policies, rules and regulations of **Johnston County Schools** and the **West Johnston Band Program** as described in this handbook. School rules and policies are in force at all times that a member is directly or indirectly involved in any activity sponsored by or in the name of West Johnston High School. School policy shall have priority over band policy in the event of any policy conflict. The band directors shall have authority to suspend or amend any band policy at any time deemed necessary in the best interest of the overall band program.

To Band Members

Band is one of the few classes where excellence is not only expected, but also essential to success. Imagine if an English teacher graded everyone in the class to the level of the weakest student! In band, everyone **MUST** perform at the highest level of excellence or a performance will sound terrible. Even one person making a grade of 60% on a piece of music means 40% of the notes were played in error...not pleasant to hear!

In addition to teaching performance skills, band teaches the student to be an active, thinking person. For each note played, there are numerous considerations and instantaneous decisions to make. How loud or soft? How fast or slow? How does the note start? How does it end? Who else plays it? Am I in-tune?

Nowhere else on campus is the demand for active thought any stronger.

Band also teaches life skills. Communication and trust are the main component of music making. The rehearsal and performance schedule of the band demands planning and time management...skills that will be valuable all through life. Goal setting, problem solving, peer interaction... all of these develop quickly as a part of the band experience.

The Band Program has established itself as one of the finest in the State. Students here have had experiences of which others can only dream. Few other activities offer the travel opportunities, the chance to meet and interact with the legends in the field, and the satisfaction of knowing that your time, talent, and effort have paid off through the highest levels of achievement. We mix hard work, determination and fun to build memories that will last a lifetime. This is a guide book to help band members and their families begin this journey with the West Johnston High School Band.

To Parents

Welcome to one of the most exciting organizations available to your student! The band program at West Johnston High School offers many varied performance opportunities and gives members the chance to learn with each other and grow closer to one another. We strive to offer the best available instruction and the widest array of events for our members.

We strongly believe that there is a place for everyone in the band. Many times, members who thought that they were not interested have become some of the most dedicated members once they have been a part of the experience. If you choose to participate, you can reap a variety of rewards. In addition to all of this, you become a member of a very active, multifaceted family.

We hope that you share our excitement in creating these phenomenal opportunities for the students. We encourage parents to be active supporters of our efforts through booster club participation (the West Johnston Band Parent Association or BPA), assistance in fundraising, and through volunteer work such as chaperones, equipment crew, or as a parent leader. We also hope that you will be visible supporters of the students by attending as many performances as possible.

This handbook should help orient you and your student to the many different aspects of the band program. Attendance at band parent meetings is still advised. The band program produces a calendar kept on our website www.wjhs.band; you'll want to keep it nearby. Feel free to contact any director or BPA officer for help and remember to come to the meetings to get the latest information about each event.

Rarely do you see such a large group of students assembled in one organization with such a strong focus on achieving excellence. Take the opportunity to get to know the instructors, other parents, and the members who make our success a reality.

On Behalf of the West Johnston Band Staff:

Phillip Franklin

Director of Bands, West Johnston High School

Objectives of the Band Program

The West Johnston Bands form an integral part of school life and are recognized as an all-school activity. Band is one of the largest and most active voluntary student organizations and its members form an active group.

The primary objectives of the band program are:

- . Cultural - To foster the continued development of music appreciation and understanding through the study and performance of the best in music.
- . Educational -To develop interested and discriminating listeners, provide a well-rounded musical education and prepare members for musical activities beyond high school.
- . Service -To lend color and atmosphere to certain school and community affairs while promoting and enhancing the dignity and reputation of West Johnston High School at all appearances.
- . Citizenship -To develop the ability to function as a responsible member of the group, to enhance the member's ability to interact with others in a positive manner, and to develop the ability to function as a responsible member of the community.
- . Recreational - To provide all members with the opportunity for worthy use of leisure time, an emotional outlet, and good social experiences.

The West Band Program Offers

- Concert Band
 - The concert band programs are the basis of everything we do. Without a successful and developing concert band program our musicians cannot excel in anything else. The concert program is divided into 2 auditioned ensembles (auditions occur during the end of the fall semester) Rising 9th graders are placed according to their skill level at the beginning of the fall semester. The concert programs perform 3-4 concerts per year including a Holiday concert, mid winter concert, Music Performance Assessment Performance (MPA) and a spring pops concert. The concert band students are also encouraged to participate in All County Band and All District band, two events that put together auditioned ensembles that participate in a 2 day clinic with a world class educator.
- Marching Band
 - The band develops a single show for the marching season. Marching band has evolved into a competitive and artistic activity and requires lots of design and planning. Marching Band competitions begin in late September and continue through November. The band also participates in a number of parade and other local events.
 - Membership
 - Members are those that participate in the spring training days and are prepared to sign contracts and have deposits ready at our annual June meeting.
 - Rehearsals
 - The band has a regular rehearsal schedule, including but not limited to the following
 - Training Days-End of May, Beginning of June
 - Early Summer Camp- End of June

- 4th of July Parade Rehearsal and Performance
- Band Camp-End of July Beginning of August
- August Rehearsal Days
- Fall Semester Marching Band Mini camps
- Please check the band website. www.wjhs.band for a calendar with all band events and rehearsals.
 - Please encourage and work with your students to put together a calendar to avoid double bookings and missing rehearsals.

Preparing for Band Camp

- **Before Band Camp**, band members are encouraged to:
 - Build stamina by doing basic workouts and stretches before mid-July.
 - A suggested work out program will be shared with students.
 - Get used to the heat by spending time outside during the day.
 - Begin drinking additional water to keep hydrated in the heat.
 - Practice! Even if its just 5-10 minutes here and there.

Band Camp

- Typical **Band Camp** days involve marching rehearsals outside in the relative cool of the mornings and musical rehearsals indoors in the heat of the afternoon and then more marching or learning drill in the evening.
- This is where students receive the bulk of their training, both musically and visually. We bring in a staff of teachers that are considered experts in their respective fields and give exclusive instruction for the two weeks of camp. Students also begin learning the first part of the marching show.
- Band Camp concludes with a preview performance and pool party for the entire band.
- Materials for rehearsals is located at the front of the Policies section.
- This is the most important time of the year and is mandatory for all students. Please speak with directors about concerns/conflicts.

Friday Night Football

- The band performs at all home varsity football games during the season. The band plays pep songs during the game, and performs the competitive show at half-time. Occasionally, we will travel to local away games and playoffs with a pep band made up of volunteers.
- There is almost always a rehearsal before each home game and \$5 dinner will be offered by the BPA.

Marching Competitions

- The band attends competitions at local, regional, and national levels. Different competitions divide their competitions in classes based on band size or in some cases school enrollment. Most of our local competitions are judged on a criteria established by the **North Carolina Bandmasters Association (NCBA)**. The criteria at national competitions such as **Band's of America (BOA)** differ slightly from those used at our state competitions, but they are generally very similar.
- The directors will determine which competitions the band attends. There are many band competitions held by other schools in a driving radius of one to two hours driving time that we attend. Competitions are held on Saturdays starting late in September. Depending on the timing of the trip the WJHS-BPA may provide food and beverages to the members. On a typical Saturday the kids will bring their lunch and dinner may be provided by the WJHS-BPA for a small fee or the students may purchase concessions at the event.
- Itineraries for local competitions will be provided 1-2 weeks before the competition date. \$5 dinner will be provided.

Overnight Trips

- Trips to BOA shows and other places further away require us to stay overnight. These trips generally last from Friday night through Sunday late afternoon to early evening. Depending on circumstances, we use several different housing arrangements. Parents have the opportunity sign up as chaperones and helpers for all trips. **Chaperones and helpers MUST be a Level 2 volunteer for Johnston County Schools.**
- Students must meet financial and academic criteria to be allowed to participate in overnight trips.
- Students are expected to follow all rules and regulations set forth in this handbook and adhere to policies set forth by Johnston County Schools.
- **Jazz Band**
 - Jazz band is an extension of our concert band program and is focused on teaching students jazz styles at a more advanced level. Jazz band typically rehearses once a week and begins middle of the fall semester and runs through the spring semester. They perform at various concerts throughout the school year.
- **Winter Guard**
 - The award winning winter guard program is an extension of the fall colorguard. It is essentially indoor colorguard. There are 2 groups classified based on skill level. Newer members are usually part of our A Guard and our Open guard is reserved for our more developed members. Both groups compete much like the marching band at various local and national competitions. Local competitions are organized and run by the Atlantic Indoor Association (AIA) and national competitions are run by Winter Guard International. (WGI)
 - The winter guard/drumline season runs typically from the end of November, beginning with auditions and training dates, to the middle of April.
 - There is no experience necessary to audition to be a part of the winter guards.
 - There is a separate incidental expense for being a part of the winter guard(s).
 - The winter programs typically rehearse 2-3 days during the week and during most Saturdays in the Spring semester.
- **Winter Drumline**
 - The winter drumline is an extension of our fall drumline. It is comprised of a variety of drumline members as well as other instrumentalists that want to be a part of the winter drumline program. It is essentially a marching band show with just percussion instruments (drums and the different keyboard/mallet instruments.)
 - There is a separate incidental expense for being a part of the winter drumline.
 - The winter programs typically rehearse 2-3 days during the week and during most Saturdays in the Spring semester. Competitions are held locally and regionally.

Policies, Rules, Procedures

- Listed below are the various policies, procedures that will help make the program run more efficiently and help hold all our members to high standards of conduct and excellence.
- Students are expected to be familiar with and adhere to the policies set forth by Johnston County Schools. These policies and procedures apply to any event that falls under school function or trip.
- Failure to adhere to the policies listed below are grounds for appropriate consequences, including, but not limited to, office referrals, ineligibility to participate in rehearsal/performance, parent conferences and dismissal from the program (without refunds).

- **Financial Obligations**

- Incidental Expenses

- The BPA and staff write a budget based on a number of different costs including
 - Show Shirt and Journey Shirt
 - Show design
 - Music
 - Equipment Needs
 - Uniform needs
 - Guard Needs
 - Staff Salaries
 - Travel Expenses
 - End of year awards
 - Some of the food costs
 - Each student's incidental expense is set to help cover the cost of the operating budget. There are numerous ways to contribute and fundraise toward your incidental expense.
 - Please make all efforts to contribute and fundraise your incidental expenses in good time. Failure to contribute could prevent your student from traveling and participating in extracurricular aspects of marching band.
 - You will be contacted before traveling to meet the expenses of that trip if your individual expenses are not up to date.
 - All students are expected to participate in 3 mandatory fundraisers.
 - Invitational-Fall band competition here at West
 - Reverse Raffle-each student sells 3-4 tickets
 - Winterfest-Winter guard and drumline competition at West

- **List of materials**

- This list applies to all rehearsals and includes specific items at the end

- **Water jug/cooler at least 1 gallon recommended. This is a must have.**
 - **Sunscreen with a high SPF**
 - **Sneakers and socks (NO flip flops or sandals)**
 - **Lunch-during band camp and Saturday mini camps**
 - **Snacks EVERY DAY**
 - **Hat**
 - **Chapstick or lip balm**
 - **Sunglasses**
 - **Band Aids**
 - **Bug spray**
 - **GUARD ONLY:**

- Rifle /flag
 - Guard gloves (will be provided toward the beginning of the season)
- **INSTRUMENTALISTS ONLY:**
 - Music folder
 - Pencil at all rehearsals
 - Instrument
 - Instrument accessories, reeds, mouthpieces etc
 - Long shoe laces
- **School Owned Instruments**
 - School owned instruments will be checked out at the beginning of the season. (start of summer for some)
 - This includes all school owned instruments.
 - Only the students that are designated to those instruments are allowed to use them.
 - Checkout process
 - Student will come to directors to check out instrument.
 - Students and parent representative will sign document agreeing to take care of instrument.
 - Wear and tear repairs will be covered by the school.
 - If there is blatant mistreatment and abuse to instrument repairs will be covered by family.
- **Instrument Repair**
 - We have several great instrument repair specialists in the Raleigh area.
 - Music and Arts musicarts.com
 - Edwards Music <http://www.edwardsmusic.com>
 - Big Note Music bignote.biz
 - Big Note will allow you to book a repair online and then their specialists will stop by the school to pick instruments up.
- **Attendance**
 - School Attendance: Students may be temporarily excused from rehearsal under the following conditions:
 - When personally ill and when attendance in school would endanger their health or the health of others.
 - On special and recognized religious holidays observed by their faith that is previously discussed with the band director.
 - Family Emergency that is communicated with the band staff.
 - Unless otherwise noted, attendance is mandatory for all scheduled rehearsals and performances.
 - The following rules will govern authorized absences:
 - Personal illness or Family Emergency
 - The band director should be notified prior to the required rehearsal or performance.
 - Conflicts with other acceptable school activities.
 - Only acceptable "other" school activities.
 - Tutoring
 - One time Audition/tryout dates
 - College interviews, meetings, standardized tests
 - Notify your band director well in advance of the date of conflict.
 - Written verification is needed to describe the problem and resolution.
 - Every effort will be made to coordinate with the conflicting school activity

to accommodate participation with the other sponsors in both activities.

- Religious observance
 - An absence for any other reason will be considered unauthorized.
 - Consequences of unauthorized absences/tardies
 - Marching band attendance, participation and proficiency will be factored into all marching band students grades that are signed up as part of a band class.
 - Failure to show up for rehearsals/performances will result in a deduction from your participation grade in band/guard/percussion class.
 - Process of Removal from a position due to absences from rehearsals
 - **First unexcused absence:** Directors reserve right to not allow student to perform in next performance. Student/ director conference.
 - **Second unexcused absence:** Student will not perform in next performance.
 - **Third unexcused absence:** Student will not perform in the next two performances.
 - **With your 4th unexcused absence:** Student will be dismissed from the program.
 - Health related “absences”
 - For health issues where students can be at rehearsal but not necessarily participate because of medical issues:
 - Students may come to rehearsal but may have to sit out due to medical reasons. (asthma, heart conditions, etc)
 - These issues must be communicated with directors so we know students aren’t taking advantage of situations.
 - While we certainly do everything we can to accommodate students that have health concerns, the directors reserve the right to withhold the next performance opportunity if students miss more than half of a rehearsal during the week of the next performance. These will be decided on a case by case basis and are left up to the discretion of the directors.
- **Drivers Ed.**
 - Please plan on taking drivers ed after the marching season is over. You are paying for specialized instruction and the other 100 plus students in the program depend on full participation at all rehearsals. Drivers ed classes are taught throughout the year.
- **Academic Policy**
 - The West band students are consistently at the top of each class. There are many that are not. Band practice is not an excuse for falling behind in classes. One of the biggest lessons that marching band teaches is time management. All marching band students will be held to the following academic standards.
 - Eligibility for participation is defined as passing (60% or better)
 - When a student is reported as failing, they will be put on PROBATIONARY status and will be required to set up and participate in afterschool tutoring until the grade can be brought up to passing.
 - Failure to set up/ participate in tutoring will result in removal from next performance.
 - A member who is reported to be failing 2 or more consecutive weeks in the same class will become INELIGIBLE for participation in band activities in the following week of school.
 - Ineligible members may not participate in the program in any capacity.
 - Ineligible members will not get double penalized for not participating in band activities. Your band participation grade will not be effected.

- **Misbehavior / General Conduct**

- Reasons for dismissal from the band program, dismissal from the activity, and/or suspension from performances are set by the Band Directors and the School Board as described in the Student and Faculty Handbook. Additional penalties are at the discretion of the band directors and could be imposed for the following violations:
 - Consumption of alcohol, drugs, smoking, chewing, dipping, vaping is not permitted.
 - Violation of this policy may result in immediate dismissal.
 - Violation of this policy at an event, which requires overnight travel, may result in being sent home in advance of the conclusion of the event.
 - All costs associated with being sent home in advance will become the responsibility of the member and/or his family. This will include the cost of transportation for the member and a chaperone.
 - Destruction or damaging of property/equipment
 - Clearly apparent attempts, whether successful or not, to damage or destroy property, are not permitted or acceptable.
 - This policy applies to any property, whether personal, school, or private.
 - Band members and/or their parent(s) will be financially responsible for costs associated with restoring or replacing damaged or destroyed property.
 - If required, band members who are suspected of violating this policy may be reported to appropriate civil authorities.
 - Using Profanity towards Directors, Parents or other students
 - Conduct detrimental to the organization and organizations reputation
 - Willful Disobedience
 - Band members should show respect for directors and chaperones.

- **Uniforms**

- Never wear the uniform to events other than those designated by the director. Always wear the entire uniform with all accessories. Never wear any jewelry (including watches) or make-up while in uniform.
- You are responsible for the EXACT NUMBERED UNIFORM ITEM that you receive.
- Members may be required to pay for some parts of their uniform (e.g. shoes, socks, gloves). Directors will identify which parts must be purchased and which must be purchased from designated sources.
- Uniforms are inspected before every performance. Everything must be clean and in good repair. Failure to comply with this policy may lead to being excluded from performing.
- BPA owned uniforms will be stored at school and may not be taken home without permission.
- **Uniform etiquette**
 - Must always wear full uniform, unless instructed otherwise
 - Must always travel in 2s or pairs. No West member should ever travel alone, ever.
 - No profanity in uniform.
 - No public displays of affection. The only acceptable PDA is giving your family members/ fellow uniformed members a quick hug pre/post performance.
 - Disregard for these rules will result in consequences at the discretion of the directors.
 - You may lose your performance eligibility for the next performance.

▪ Trips

- Bands take trips for contests and performances.
- Code Of Conduct
 - As members of the West Johnston Fine Arts Department, you will be highly visible, not only as a musical organization, but as representatives of our school, community, and state. That responsibility and opportunity carries with it an obligation to project and maintain the absolute highest moral and musical integrity. Many of those who come into contact with us as we perform and travel will form their opinions of West Johnston based upon the impressions we create, both in close proximity and from a distance. Therefore, the rules of the JCS and individual campus program rules and regulations apply at all times. As in any situation, good judgment must always prevail.
 - When enjoying free time and during sightseeing excursions, always stay in groups of three or more members. This is for your safety. There should not be any deviation.
 - School dress code is required on all trips.
 - Mixed company in hotel rooms is prohibited.
 - Members must remain reasonably quiet at all times when in hotel facilities. Curfews will be strictly observed. Any personal needs, which might require leaving your room after curfew, must be arranged in advance with a chaperone or director.
 - Band members are responsible for all their own equipment and personal items (triple check for uniform parts, extra reeds, valve oil, mutes, music, etc.) However, we all must share in the logistical responsibilities of the trip. We will all participate as equipment movers, sanitation engineers, stagehands, etc. Please perform the duties asked of you.
 - There will be times when changes to our plans become necessary. Look for solutions to problems and avoid complaining. Concerns should be expressed at an appropriate time and in an appropriate manner.

Parents: What to Expect and Etiquette at Competitions

Band competitions are festive occasions full of color and sound. Family members usually wear their “Teal” and sit together to support the band during competitions. Spectators should **NOT** enter or leave the stadium while any band is performing. Talk during performances should be limited during the performance. Remember, we are there to support the hard work and effort of all competing bands. The stands, concession areas, and other gathering places are crowded and you never know whose parent or friend is standing or sitting next to you. Please be positive and watch what you say. Be proud of what our kids do and not negative towards others. Admission costs for local competitions range from \$5 to \$10. They may be a bit higher at out of state competitions. Things you may want to bring include; seat cushion, camera, poncho, binoculars, pen or pencil to record results.

West Johnston High School Band Parents Association

Mission Statement

The West Johnston High School Band Parents Association is a legally incorporated non-profit organization, organized to support the West Johnston High School Band and its Directors in musical education and enjoyment.

The purposes of this Club are to:

- (1) promote means and opportunities for the education of the public with respect to the study and culture of instrumental music and the enjoyment and wholesome utilization thereof,
- (2) solicit, collect, and otherwise handle and dispose of funds in the promotion of the activities of the West Johnston High School Band (with the advice and counsel from the Band Director and School Principal),
- (3) assist the public within the Johnston County area in promoting and developing an outstanding music education program, and
- (4) seek the cooperation of other organizations

Membership

Parents of all the band students make up the membership of this organization and manage the logistics of transporting equipment, instruments, and students to competitions, parades, and other events.

Where Can You Help?

There are many opportunities to be involved with the West Johnston Band Parents Association. The two largest sections of the association are **Ways and Means** and **Operations**.

Ways and Means

Ways and means is the fundraising portion of the band program. The fundraisers cannot be handled by one or two people. **We need your help** from support to taking charge of any of the specific fund raisers. We need you to join our committee!

General Fundraising

We count on each family to pay their individual student account (Incidental Expenses Account formerly known as Fair Share Account) and help the band to raise money to support the overall program. **Most of our fund raising efforts are geared towards helping members pay their individual expense account, while others go to support the General Band Fund (known as "General Fund").** General Fund money is used to support the entire program. It covers general operating expenses, administrative expenses, and helps bring down the assessments for programs such as the marching band, and winter programs.

Operations

Operations handle the general logistics of the band. It takes quite a bit of support for the band to get anywhere and do anything, but working as a team is the key to success! **We need your help!**

Key Areas of Operations

- ☐ Travel arrangements/ equipment transportation
- ☐ Feeding the band
- ☐ Pit crew
- ☐ Props crew
- ☐ Uniforms

Chaperones

The West Johnston Band Parents Association will provide adult supervision for all activities. In order to Chaperone our events or to be involved with helping the kids, you must follow the Johnston County School's guidelines to be a Level II Volunteer. Instructions are on the Johnston County Schools Website.

PNC, WBB (aka West Band Bucks/Shop with Scrip), and Grocery Card Programs

You can start taking advantage of these programs NOW to help offset your individual expense account! We are here to help, so please let us know if you have any questions.

PNC Arena We have a contract to man concession stand number 123 at the PNC Arena. Our West volunteers work various Hockey Games, Basketball Games, concerts, and other events throughout the year. Many parents have paid their Incidental Expenses Account in full by working these events! Please see Mary Lahr Cain for more information.

GROCERY CARDS We have a Grocery Card Program. We purchase grocery store (Food Lion and Lowes Foods) gift cards; and a percentage of the purchase price comes back to the BPA in the form of a rebate and 90% of that goes to your Incidental Expenses Account. Lowe's is a 6% rebate and Food Lion is a 5% rebate. Please see Christine Alexander for more information.

WBB (aka West Band Bucks/Shop with Scrip; Gift Card Program) This program is similar to the grocery card program, in that we purchase gift cards (there are hundreds of different choices) up front and receive a rebate to the BPA. You can view the participating retailers here <http://www.shopwithscrip.com/>, just click on shop and you can browse through all the participating retailers. 90% of that rebate goes back to your Incidental Expenses Account. Please see Christine Alexander for more information

WJHS-BPA Board of Directors 2016-17

The Band Parent organization annually elects a board of directors. Below, you will find the 2016-17 Board of Directors.

Position	Name	E-mail
President	Karen Pickering	karenpickering@bellsouth.net
Vice President, Operations	Kim Kemp	kimkemp@johnston.k12.nc.us
Vice President, Large events	Christy Cross	christy.cross@genband.com
Treasurer, Apparel	Kim Sutton	wjhsbandbpa@gmail.com
Financial Secretary	Lara Hoton	lkhoton@gmail.com
Secretary	Brenda Page	bbpage@gmail.com
At Large	Alissa Popovic	cturtles1@gmail.com
At Large, Hospitality	Stacie Pleasant	slpleasa@gmail.com
PNC	Mary Lahr Cain	mlcbootsie@gmail.com