

# **2016-2017**

## **2016-2017 Tri-Valley Instrumental Handbook**

**Amanda G. Blevins  
Director of Bands**

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**A Tri-Valley Band Member is a student  
who has, by choice,  
committed and dedicated to the goals and philosophy of  
the  
Tri-Valley Band Program.**

**One's personal objectives should always be  
to become a successful part of the total unit  
and  
to strive to help others achieve the same goal.  
A Tri-Valley Band Member should be synonymous  
with**

**Pride, Quality, and Desire!**

## Introduction

*The purpose of this handbook is to provide the members of the Tri-Valley High School Band with a clear and concise understanding of the total make-up of our program. We feel that when the student is fully aware of how the band operates, then and only then, can he/she function as a member within the total framework of our organization. Our program utilizes a membership of about 300 students and without organization chaos would exist. To consistently achieve and maintain the high standards of excellence desired by this organization, members should become familiar with the regulations, procedures and traditions of the band outlined in this book. Therefore, this handbook proposes to eliminate the possibility of student misunderstanding by providing a source of reference for all band policies.*

**Amanda G. Blevins**  
**Director of Bands**

## **The Tri-Valley Band Program**

What is it that students gain from the arts that justifies their learning about them? Self-discipline, motivation, creativity, discovery and exploration of talent; these are but a few of the benefits of studying the arts.

Everyone can benefit from participation in musical activities. Music is education—to all ages; music is therapeutic; music is recreational; music brings people from around the world together.

Here at Tri-Valley, we want to develop and maintain a fundamentally sound band program that will not only be strong and successful, but also help our students to excel in other areas. Research is showing that students involved in the arts are achieving higher scores on their SAT's and ACT's than students who do not participate in the arts. The studies also show that these students excel in other areas as well. To build a successful band program, the focus must be equal throughout.

The beginning program is where the fundamentals should not only be introduced but also stressed often and consistently. Those instrumental concepts that are emphasized at this level include: playing position, embouchure, articulation, breath control, tone quality, rhythm, technique, intonation, and instrument care.

In 6<sup>th</sup> grade we continue to work on individual skills with the students, but we also start focusing on the full ensemble and the fundamentals of ensemble playing: phrasing, balance, blend, and intonation.

In the 7<sup>th</sup> and 8<sup>th</sup> grade band we continue to develop those elements that make up a solid band, but we also start to introduce new and different styles and genres of music.

In the high school bands (Symphonic/Concert/Jazz Band) we continue to build on all of the basic fundamentals through the use of different types of musical literature. Music history, and theory are also applied at these levels.

From the elementary level through high school level, training of students for effective participation in the band is a continuing process in all areas of technique, with refinement contributing to the highest level in musical performance. The overall goal of the Tri-Valley performing organizations are to play well and with musical understanding.

## **Objective**

The primary goal of this band program encompasses a comprehensive approach to studying music through performance, analysis, and composition in a positive learning environment. Band students will acquire musical knowledge through the study of the essential properties of music—the elements of music.

### Students will study:

Rhythm	Melody
Pitch	Harmony
Timbre (tone quality)	Texture
Dynamics	Form
Tempo	Meter

### Students will acquire proficiency in:

- Mental and physical discipline/concentration
- Citizenship (work ethic, responsibility, leadership, and confidence)
- Aesthetic appreciation
- Active/critical listening
- Music history
- Music theory
- Instrumental technique/skill development
- Creative self-expression

### Students will study music as:

- Composers
- Performers
- Listeners
- Scholars

### Students will be evaluated through:

- Active class participation (involvement and improvement)
- Level of musical understanding, knowledge, and skill
- Extra-curricular participation (rehearsal, practice, motivation)
- Performance

## **Code of Conduct**

All policies and procedures that are in place by the Tri-Valley School District and Tri-Valley School Athletic Policy are in effect, and will be strictly enforced.

Students will be expected to conduct themselves in such a way that the rights of others are not violated. Students will respect school authority, conform to school regulations, and accept directions from authorized school personnel. A student who fails to comply with established school rules or with any reasonable request made by school personnel on school property and/or at school related events will be dealt with according to approved student discipline regulations.

The school administration is charged with the overall control and discipline of all students in the school district. However, the primary responsibilities of management and discipline of students is in the hands of each teacher. Parents will also be informed of the conduct expected of students. Students are reminded that they are responsible for their actions toward school personnel and school property during all school-related activities and events, even when such activities occur off school grounds.

Students are subject to school discipline for behavior that violates Board of Education Policy, the school's policies and the rules established in this Code of Conduct.

### **Student Rules of Conduct First Warning**

Your possession of these rules constitutes a first warning. No further warning will be given to you. It is your responsibility to familiarize yourself with these rules and the consequences of violating them. These rules herein apply to all students when on all school premises, at all school-sponsored activities and when aboard a school bus or other Board/Band Booster-owned vehicle. The application of the policies in this handbook applies to activities at or involving Tri-Valley Local Schools.

Discipline policies are designed to

- Protect the health, safety, and welfare of each student
- Maintain an atmosphere and climate conducive to learning
- Protect the building and grounds from vandalism and destruction

The administration reserves the right to exercise flexibility and individuality in interpreting and implementing the Student Code of Conduct in compliance with the Tri-Valley Board of Education Policy. This also means the administration may develop appropriate rules and regulations as called for by various situations. In addition, the administration may, in severe or unusual cases, or in cases where it is in the best interest of the student(s), to discipline students in ways other than stated specifically in the Student Code of Conduct.

Repeated violations of school rules and regulations are a violation of the Student Code of Conduct. Consequences will vary depending on the severity and number of previous disciplinary actions and may include removal, suspension, and/or expulsion.

## **CODE OF CONDUCT VIOLATIONS**

The following infractions constitute major disciplinary violations. Consequences will be issued at the discretion of the director/administrator. This Code of Conduct is in effect while (1) students are under the authority of school personnel and/or (2) during all school-related activities and events, even when such activities occur off school grounds. The Code of Conduct applies to school buses, extracurricular events and to some alternative education programs. In addition, this Code of Conduct includes:

- Misconduct by a student that occurs off school district property but is connected to activities or incidents that have occurred on school district property, and
- Misconduct by a student that, regardless of where it occurs, is directed at a district official or employee or at the property of an official or employee.

Consequences for the following behaviors are either identified with the specific violation or are described in the section entitled “Disciplinary Consequences”.

1. **Alcohol/Drugs** – A student will not knowingly use, possess, sell, conceal, distribute or be under the influence of any type of drugs, alcohol, vaping materials, or tobacco of any kind while on school grounds during, before, or after school hours, off the school grounds at a school activity, function or event, or on school buses or rented carriers.
2. **Disrespect** – A student shall not demonstrate disrespect through action, attitude, or word to any school staff member, guest or other students.
3. **Hazing** -- Hazing is prohibited. Hazing is defined as doing any act of coercing another, including the victim, to do any act of initiation into any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person. Permission, consent, or assumption of risk by an individual subjected to hazing does not lessen the prohibition contained in this policy.
4. **Inappropriate Materials** – A student shall not possess, bring, share, transmit [ex. texting, social networking, etc.], conceal, sell, or offer to sell material which is considered by reasonable standards of the school community to be offensive, obscene, sexually explicit, gang-related, violent and/or pornographic.
5. **Insubordination** – A student shall comply with any reasonable instruction(s) of school staff/employees during any period of time when he or she is under the authority of such school personnel (e.g., identification of student by name when requested).
6. **Internet/Computer Abuse** – The internet and school computers and computer equipment will be used for educational purposes only. A student will not submit, publish, print or display any defamatory, threatening, sexually explicit, racially offensive or illegal material, nor shall a student encourage the use of controlled substances. A student shall not transmit material, information, or software in violation of any local, state, or federal law. A student will obey the electronic network/internet user contract. Parents and students will be required to sign a contract prior to student internet access.



7. **Possession of Wireless Communication Devices** (WCD)– Students may possess wireless communication devices (WCDs) in school, on school property, during after school activities (e.g. extra-curricular activities) and at school-related functions, provided that during school hours and on school vehicles the WCDs are powered completely off (i.e., not just placed into vibrate or silent mode) and stored out of sight.

A student shall not have (WCD's) during rehearsals or restricted times determined by the director that interfere with the educational process and/or safety of the school community. The director/administration reserves the right to hold any WCD, and release the item only to the student's parent or guardian. A student bringing a WCD's does so at his/her own risk. The school will not investigate lost or stolen WCD's.

These are expensive items and the school cannot be held responsible for their loss or the theft of any electronic device. A student using an electronic device which creates a disruption or refusing to follow a reasonable request from a staff member pertaining to the electronic device may be subject to disciplinary action. Using a cell phone or an electronic device to film/record/take pictures of any student or staff member is prohibited. Reports of misuse of electronic equipment may result in equipment being confiscated and administration/parents/law enforcement or a combination of these, being contacted to determine the degree to which the student is subject to disciplinary action. Electronic equipment may be confiscated with "Reasonable doubt". Proof of inappropriate content/usage is not necessary. Investigation of misuse will be conducted at the discretion of administration.

Students will be expected to conduct themselves in such a way that others are not violated. Students will respect school authority, conform to school regulations, and accept directions from authorized school personnel (i.e. chaperones and instructors). A student who fails to comply with established school rules or with any reasonable request made by school personnel on school property, on a school bus and/or at any school related event will be subject to disciplinary action. Students are subject to school discipline for behavior that violates Board of Education Policy, the school's policies and the rules established in the CODE of CONDUCT and the Tri-Valley Band Handbook.

The administration/band director reserves the right to exercise flexibility and individuality in interpreting and implementing the Student Code of Conduct in compliance with the Tri-Valley Board of Education Policy. This also means the administration/band director may develop appropriate rules and regulations as called for by various situations. In addition, the administration/band director may, in severe or unusual cases, or in cases where it is in the best interest of the student(s), discipline student in ways other than state specifically in the Student Code of Conduct.

8. **Profanity/Abusive Language** – A student shall not use profane, vulgar, abusive, obscene, or other words, which under the circumstances, are offensive by reasonable standards of the school district community or which disrupt normal school activities.
9. **Public Display of Affection/Sexual Misconduct** – A student is prohibited from demonstrating physical actions which are considered by reasonable standards of the school district community to be inappropriate for the school environment. This includes, but is not limited to, kissing and hugging, pinching, grabbing, suggestive comments or jokes, welcome or unwelcome sexual advances, requests for sexual favors or other physical or verbal communication of a sexual nature that creates an intimidating, hostile or offensive educational environment.

10. **Theft** – A student shall not take, receive, nor attempt to take or receive into his or her possession property of the school district or property of another student, teacher, visitor, or employee of the school district without privilege to do so. The school will make a reasonable effort to recover or obtain restitution, but is not held responsible for stolen items.
11. **Threatening Behavior (including Bullying, Harassment, and Intimidating Behavior)** – A student shall not engage in any behavior which threatens or degrades another person by written, verbal, or nonverbal means. Threatening behavior consists of any words or deeds that intimidate, harass or cause fear concerning a person's physical well-being or is intended to degrade or disgrace the person toward whom the behavior is directed.

*Students and parents are asked to sign on the last page of this handbook stating that they have read and understand the school, band and uniform policies and agree to take full financial responsibility for and damage.*

### **Disciplinary Consequences/Definitions**

The following provides general steps for application of consequences for violations of the Code of Conduct. Individual incidents will be reviewed taking the student, the student's educational and disciplinary record, the frequency and intensity of the infraction and the context in which the infraction occurred into consideration. The director/administration reserves the right to exercise flexibility and individuality in interpreting and implanting the Student Code of Conduct. Any step may be waived at the director's/administrator's discretion.

A violation of any school discipline code may result in disciplinary actions by the band director/school administration including but not limited to:

1. Verbal Reprimand
2. Restriction of Privileges
3. Parent Contact
4. Removal from Activity
5. Placed on Alternate status
6. Suspension from band activities
7. Removal from leadership position and responsibilities
8. Community Service
9. Other alternative comparable, acceptable and fair consequences  
(e.g., withholding grades and transcripts for a student who owes money for materials and fees acquired while in the band program.)
10. Dismissal from band
11. Saturday School
12. In School Suspension/Detention
13. Out of School Suspension
14. Compensating payment for destruction of property

Persistent and expanded behavior from other school related disciplines also affect severity of consequences.

## **Be On Time**

To be early is to be on time—To be on time is to be late!!

## **Be Respectful**

Be courteous to the directors, staff and fellow band members.  
Treat the property of the band, including instruments, equipment  
and uniform, with care and pride.

## **Be Prepared**

Have all equipment needed for rehearsals and performances.  
Know your part and do your best at all times  
to make the band successful.

## **Be Responsible**

Know the policies, procedures, and expectations of a  
Tri-Valley Band member.  
Adhere to them.

The overall rule of conduct is:

**RESPECT**

Respect for the Band Director

Respect for guests (instructors, clinicians, parents, students)

Respect for each other

And

Respect for yourself

### **Release of Student Photos, Media Interviews**

During the year, the Tri-Valley Band Program often has the opportunity to photograph, audio tape, and/or videotape our students in a variety of school related activities. Fine arts programs, performances, and classroom assessments are a few examples of these activities.

As such, these personally identifiable photographs, student rosters, audio and videotape footage may be used as a communication tools such as the district newsletter, annual report, band/school website, electronic communication sites, local newspapers and in communicating with the media such as allowing interviews with students and in communicating with the media such as allowing interviews or photographs with students. (The program reserves the right to deny media requests for student interviews at any time).

Highlighting achievements in our schools is an integral part of reporting responsibly to our community and is a way of sharing in the success of our schools and students. However, it is our primary goal to respect your privacy. If you object to the inclusion of your child in any of the above, you must file your objection in writing, stating your student's name and grade.

The request must be submitted by the parent or guardian of the student within two weeks from the beginning of the season and sent to the band director.

**“Nothing Great  
Was Ever Achieved  
Without Enthusiasm”  
--Ralph Waldo Emerson**

### **Attendance and Grading Policy**

Students are expected to attend all scheduled rehearsals and performances of the band. Due to the fact that band is a performance-based, co-curricular class, rehearsals and performances are an integral part of the curriculum, and naturally part of the grading process. Sincere effort has been made to have the band calendar be given out far in advance for students and parents to plan doctor's appointments, vacations, part-time jobs, etc. around this schedule. A detailed calendar is sent home every May for the entire following year.

### **Excused absences**

**Excused absences** may include personal illness, family emergency or special circumstances approved by the director. In case of illness, students are asked to call the band office (754-1141) or Ms. Blevins at home (452-5087) before the rehearsal or performance. A written excuse from the parent or guardian is due within two days of the absence or the absence will be considered unexcused. Appointments, conflicts or personal problems will be reviewed by the director on an individual basis. If a student has two or more absences within five (5) days of a performance, excused or unexcused, that individual may be placed on alternate status for that performance (will attend, but not perform).

- It is the student's responsibility to advise their employer of all commitments with the band. Having to work during a rehearsal or performance will be considered an unexcused absence.

### **Tardy to Rehearsal or Performance**

Attendance will always be taken at the beginning of all rehearsals. Any tardiness will affect that person's rehearsal or performance grade.

### **Unexcused absence**

**Unexcused absence** from rehearsal or performance include: family vacations, work, doctor's appointments, homework, or sports practices (unless otherwise exempted by the band director at the beginning of the year/season). Absences due to work conflicts, Driver's Education classes, and lack of transportation, extra-curricular classes, homework or studying will not be excused. Each student is responsible for budgeting his or her time and staying organized throughout the season. Any student receiving an unexcused absence from rehearsal or performance may result in one or more of the following:

1. **Placed on Alternate status**
2. **Deduction in band grade (*a zero for that rehearsal or performance*)**
3. **Removal from leadership responsibilities**
4. **Loss of Award**
5. **Dismissal from band**

Documentation is required for all excused absences; a note from a parent may not suffice to excuse the student. If however, the student misses three or more days in a row due to illness, a doctor's note is required to both excuse the student and reinstate him or her into regular rehearsals.

**\*\*It also must be noted that students who do not attend Thursday night rehearsal excused or unexcused will not be permitted to participate in the performance on Friday evening. Students who attend rehearsals, but are unable to participate in the rehearsal for any reason, may also be ineligible to march on Friday evening. The decision for the Saturday performance will be at the director's discretion.**

### **Absence from performance**

Performances are essential to the success of the band. Even one student being absent can turn a potentially fine performance into a mediocre event. Absences must be approved by the band director at least two weeks in advance. Any absence that is not brought to the band director's attention for approval prior to the performance will be considered unexcused. (Emergency situations will be reviewed by the band director individually.) Unexcused absences from a performance will result in a zero for that performance.

Upon return to practice, students will provide the director with a hand written parental note (not email), of the excuse for missing rehearsal. The band department needs a note to help parents and teachers know the whereabouts of all students for after school practices.

### **Absence excuses**

At no time will a student be excused from a rehearsal or performance without approved advanced notice or in an emergency.

## **Grading Policy**

**Students enrolled in the Marching Band, Jazz Band, Concert Band and Symphonic Band receives a grade for their participation and progress each nine weeks. Grades are determined by the following:**

### **Attendance...**

**At all scheduled performances and rehearsals, with all needed equipment.**

### **Work Ethic...**

**Students are evaluated both on their performing level, and on their desire and effort to improve.**

### **Behavior & Attitude...**

**As demonstrated during performances, rehearsals, and all situations where the student is representative of the Tri-Valley Band, including conduct on busses and while in uniform.**

### **TVHS Grading Scale**

<i>90-100</i>	<i>A</i>
<i>80-89</i>	<i>B</i>
<i>70-79</i>	<i>C</i>
<i>60-69</i>	<i>D</i>
<i>0-59</i>	<i>F</i>

**See current posting on Director's office door for grading procedures and expectations.**







## Student Participation Standards

All band members will be held accountable to the 2016-2017 standards of athletic eligibility that went into effect by order of the state legislature and the OHSAA. In addition to the previous standards, all athletes and members of extra-curricular activities must now meet a minimum GPA requirement. The Ohio High School Athletic Association High School eligibility requirements-specific attention must be paid to the following section "Scholarship": 1) High school students (grades 9-12) must be currently enrolled in a member school and have received passing grades in a minimum of five (5) one credit courses, or the equivalent, in the immediately preceding grading period. 2) Seventh- and eighth grade students must be currently enrolled in a member school and have received passing grades in 75 percent of subjects in which enrolled.

**REMEMBER:** As always, eligibility is determined by the grades in the nine week period immediately proceeding the season (ex. - fall athletes will be judged on the 4th nine weeks of the previous school year.)

### **NEW STANDARDS:**

1. High school students (grades 9-12) must be currently enrolled in a member school and have received passing grades in a minimum of five (5) one credit courses, or the equivalent, in the immediately preceding grading period.
2. Athletes and members in the eighth grade must meet previous standard by passing 75% of classes.
3. Athletes and members must attain a GPA for the previous 9 weeks of 1.5 or higher.
4. Athletes and members with a GPA between 1.0 and 1.49 will be placed on probation and allowed to continue participation until interim reports.
5. Probationary athletes whose interim grades reflect a GPA of 1.5 or higher will continue to be eligible.
6. Probationary athletes whose interim grades are below 1.5 will become ineligible for the remainder of the 9 week grading period.
7. Athletes and members may only use probation one time to remain eligible.

### **How to Calculate GPA!**

**Formula:** grade value X course credit value divided by total credits attempted.

(+ or - do not count.)

A=4    B=3    C=2    D=1    F=0

Ex.	English (1) B=3	English (1) C=2	English (1) D=1
	Math (1) C=2	Math (1) D=1	Math (1) F=0
	Science (1) D=1	Science (1) D=1	Science (1) D=1
	Soc. St. (1) D=1	Soc. St. (1) C=2	Soc. St. (1) D=1
	Health (1/2) A=2	Health (1/2) D=.5	Health (1/2) C=1
	PE (1/4) C=.5	PE (1/4) C=.5	PE (1/4) F=0
total:	9.5 divided by 4.75 =2.0	total: 7 divided by 4.75=1.47	total: 4 divided by 4.75=.84
	Eligible	Probation	Ineligible

### **Class Participation**

Students will be on time to class, have their materials and instrument, remain on task and refrain from classroom disruption. At the discretion of the director, grade may be lowered for students who are not on time to class, disruptive and/or not on task. Students are to have no gum during class. Students who display exceptionally good behavior, participate beyond the normal expected capacity of the course, and/or contribute greatly to a lesson are (at the discretion of the band director) awarded extra credit points. These points are added to the class participation grade. Students who display questionable behavior while in the care of a substitute teacher will be given no points for the day(s) in question.

### **Individual Test Grades**

Every student enrolled in a band class at Tri-Valley High School will be required to perform occasional playing tests during each grading period. These tests will range from scales and sight reading to memorization tests for marching band music, sections from current concert literature, and small ensemble performances. (Extra credit may be earned through extra theory projects.) Students will also be required to take at least two written tests (music theory) per grading period. Students will be assigned a grade from 0-100 for each test. Students will be assigned a percentage grade (0-100%) for the Individual Testing Grade.

As mentioned before this is a co-curricular performance based course which includes class participation within the school day and after school. Therefore, rehearsals and performances are a requirement of the program.

Music theory and the basic understanding of form and analysis are essential in a band environment. Theory worksheets will be assigned for homework so that the students will have a better understanding of how composers use melody, harmony, and meter, etc. in the music that the band performs. Students will be assigned a percentage grade (0-100%) for their homework grade.

### **Drop-Out Policy**

It should be noted that music is an integral part of the curriculum and that the academics of band should be considered along with the social aspects of band. If a student drops band after the scheduled time for dropping classes, that student may receive an “F” for the entire year, in accordance with school policy. This is a yearlong course—two part program—(1) Marching Band, (2) Symphonic Band.

As a music educator, our objections to students dropping after Marching Band are as follows:  
When a person drops after Marching Band, there is no way to replace that vacancy, consequently, the Symphonic Band suffers from lack of instrumentation.  
When students sign up for band, they should be making a commitment to the total program.

### **Use of Band Room Facilities**

**Band Facilities:** With the number of students that go through our department every day, it can be challenging to keep the music department neat and clean. Every effort should be taken to keep the rehearsal rooms, practice rooms, storage rooms, and individual instrument compartments neat and clean.

**Practice Rooms:** Practice rooms have been provided for students who wish to practice their music at school. They are not to be used for socializing. Lesson teachers and accompanists (during solo and ensemble) have priority of these rooms after school.

**Instrument storage bins and room:** Instruments and music should be kept neatly in the instrument storage bins. These instrument bins are not to be considered lockers for books, clothes, school supplies, and other personal items.

## **Uniform Requirements**

Thousands of dollars have been spent on uniforms to give the band the best appearance possible. The following rules are in place to ensure that every member is in uniform when part of the TVHS Band.

1. All uniforms must be worn properly at all times. In public, members should never be seen wearing a partial uniform. You must be wearing a complete uniform or your regular clothing. The only exception is the marching band hat.
2. No jewelry is to be worn while in any band uniform. Earrings that cannot be removed must be covered by flesh-tone Band-Aid. Tattoos must be covered by a flesh-tone Band-Aid.
3. Hair length and Facial hair: In preparation for football games, parades, and other performances, the hair must be off the collar. All long hair must be French braided. Hair tie-in or any kind of hair ornament must not be visible. They must be braided in and in no way visible. Side burns may only extend to your ear lobe. No other facial hair is permitted in uniform.
4. The winter uniform is the property of the Tri-Valley Band program. Each student will be assigned a uniform for the season. Students will be responsible for replacing a uniform that has been damaged do to negligence or unapproved alterations (\$372.00). Any band member that would like to wear their uniform for any school related function or take their uniform for school pictures must receive permission from the director.
5. There is a uniform usage fee of \$35.00 due to the Boosters in the fall. This covers minimally the cleaning and upkeep of the uniforms. The student will be billed for the cost of repair or replacement for any part of the uniform that is damaged or lost. This includes: Trousers, Coat, Shacos (hat), Hat Box, Plume, Baldric (sash), Gauntlets, Raincoat, Windsuit Top and Bottom.
6. The uniforms are stored at the school will not be taken home unless instructed by the band director. The student is responsible for making sure that all parts of the uniform are correctly and neatly returned to the storage room immediately following any performance.
7. Students who need to purchase black socks and band shoes "MTX" may purchase new shoes for \$ 37.00 or used shoes for \$17.00 if they are available. Gloves (black) \$5.00 are also part of the uniform and are purchased at the beginning of the season. They are stored at home, and their care and maintenance are the student's responsibility. Any student needing replacement gloves may purchase those before a game or performance. No charges will be excepted. Prices may change according to the vendor.

If you have any questions regarding your uniform or its care, please contact the Uniform Committee Co-Chairs:

Daphne Ross 704-0098

Jane Rohrer 704-2744

*Students and parents are asked to sign on the last page of this handbook stating that they have read and understand the school, band and uniform policies and agree to take full financial responsibility for and damage.*

**Marching Band Uniforms:**

1. Red/Black Uniform top (sleeved T-shirt underneath)
2. Uniform top (white, sleeved T-shirt underneath)
3. Uniform pants
4. Shako hat and plume
  - a. Long hair must be braided and/or off of uniform collar and under hat (men & women)
  - b. Hair must be a natural color even if dyed.
  - c. Gentlemen's faces must be cleanly shaved.
  - d. Earrings, jewelry, hair extensions/tie-in's, visible piercings, or tattoos (must be covered appropriately) are not permitted in uniform at any time.
4. Black Viper marching shoes (shined)
5. Black socks—crew length or longer (no marking or designs)
6. Black gloves and gauntlets
  - a. woodwinds are to cut just the fingertips out of their gloves.
7. Windsuits will be worn to and from games, contests, and sometimes for performance.
8. On Friday game days: students should wear their summer uniform shirt or band sweatshirt to school.
9. When the weather turns cold, students are allowed to wear appropriate jackets, hats, gloves, etc. in the band stands to keep warm.

**Summer/Parade Uniform: (Marching Band)**

1. TVMB Uniform Shirt (Yellow/Black with band logo)-must be what we order.
2. Black shorts (no logos, designs, or insignia)-must be what we order.
3. Black socks—ankle socks or longer (no logos, designs, or insignia)
4. Black Drillmaster shoes (shined)
5. Hair must be a natural color even if dyed.
6. Long Hair must be braided—no hair maintenance items of color (i.e. pony tail holders, barrettes). Only black will be accepted. Gentlemen's faces must be cleanly shaved.
7. Earrings, jewelry, hair extensions/tie-in's, visible piercings, or tattoos (must be covered appropriately) are not permitted in uniform at any time.

**Symphonic Band and Concert Band:**

Men-

1. White tux shirt—plain white undershirt **only**
2. Marching band pants (supplied) & Bow Tie (supplied)
3. Black dress shoes and black socks
4. Hair must be a natural color even if dyed. Gentlemen's faces must be cleanly shaved.
5. Earrings, jewelry, hair extensions/tie-in's, visible piercings, or tattoos (must be covered appropriately) are not permitted in uniform at any time.

Women-

1. White Tux Shirt—plain white undershirt **only**
2. Bow Tie (supplied) & Marching band pants (supplied)
3. Black dress shoes
4. Black nylons
5. Hair must be a natural color even if dyed.
6. Earrings, jewelry, hair extensions/tie-in's, visible piercings, or tattoos (must be covered appropriately) are not permitted in uniform at any time.

## **Indoor Rehearsal and Performance Expectations**

1. When you enter the band room, read the chalkboard for pertinent information.
2. Be early to class, rehearsals and performance and quickly get set up.
3. Have all necessary materials for class, rehearsals and performance. This includes instrument, music, and pencil. (Do NOT bring extra books, personal belongings, or food to the music rehearsals or performances.)
4. Attendance will be taken one minute after the tardy bell rings. You will be counted tardy if you do not have all materials ready at this time.
5. There is to be no talking or disturbance during rehearsals or performances. There should be **no** talking while **anyone** is on the podium.
6. Participate actively and intensely in rehearsals and performances. This is our only time to create music together!!
7. Students must wait for dismissal by the band director before any equipment or music is put away.
8. Store instruments properly in the instrument storage room and cabinets.
9. The instrument storage bins are to be used for storage of private and school owned instruments. (Privately owned instruments may be left in the storage room, and reasonable precautions will be taken for their safety, but cannot be guaranteed.)
10. Students are to put away their stands and chairs after rehearsals and performances (after concerts, the quartermasters, officers, and representatives will tear down.)

**Your effectiveness as a musician  
greatly depends on how you  
mentally and physically  
approach rehearsals and performances!!!**

**The band will be as good as you want it to be!!!**

## **Music**

### **Music Checks**

All band members are required to do music checks. Music checks are done during marching band season and also in preparation for parades. They are done to insure that the music has been memorized and is being performed correctly. Music checks are a part of your grade for band. The following guidelines are used for music checks:

1. Squad leaders and band members will play their music checks for the director.
2. At times band members will play their music checks for the Squad Leader and Smart Music Program.
3. If a band member cannot pass a music check, the band member loses third quarter privileges. The band member will be required to play the music check again not more than two days later.
4. If a band member cannot pass music checks to his/her squad leader on a consistent basis, they will be required to play the music checks to one of the directors.
5. Failure of music checks will result in a grade deduction or the loss of marching privileges.

### **Challenges**

1. Chair challenges are allowed for Concert Band and Symphonic Band only and will be possible starting two weeks after completion of section auditions.
2. A student who wishes to challenge must inform the person he/she is challenging at least three days prior to the challenges.
3. The day for each challenge will be determined by the Band Director and agreed upon by both parties.
4. A student may only challenge up one chair at a time.
5. The student being challenged must accept the challenge or forfeit his/her chair.
6. Challenge material will be at the discretion of the director and will normally include; chromatic scale, major scales, music from the symphonic or marching folder, and sight reading material.
7. Challenges will be conducted before or after class.
8. The challenging student must be a clear winner to advance to the next chair. Only the Band Director will make the decision of the outcome.
9. The student who loses a challenge must wait two weeks to challenge back for his/her previous chair. (This point is made to allow the winner a chance to challenge up one more chair.)
10. No challenges will be allowed one week before a performance.



### **Music Library**

1. Only Librarians are permitted in the music library.
2. Music is to be distributed by the Librarians and Section Leaders.
3. Lost music charges per page include:
 

a) Marching	\$1.50/each (\$5.00 per flip folder)
b) Concert/Jazz/Solo & Ensemble	\$5.00 each

### **Use and Care of Music**

1. Do not fold, tear, or otherwise mutilate music.
2. Absence from school does not relieve students of the responsibility to have their music at rehearsals or performances.
3. Always use pencil, never ink!
4. Students will be charged for music that is lost or not cared for properly.
5. Concert folders will be assigned according to instrumentation and parts. Parts will be assigned by the band director.
6. Students needing a music part should fill out a music request form and place it in the librarians' folder on the band library bulletin board.

## **What's Essential**

1. Choose a **good attitude**, no matter what the circumstances. Keep a positive outlook on life, and *always* be thankful.
2. Build your life on a foundation of **respect**. Love your family and friends, and be kind to others. Bring out the best in everyone, including yourself.
3. Make integrity the cornerstone of your life. Follow the rules, play fair, and **be honest** in all things.
4. Accept the difficulties and challenges of life. **Work hard** at everything you do. And if you fail, try again.
5. Have a passion to **learn**. The more you discover about life and the world, the more complete and fulfilled you'll become. Make it a lifelong process.
6. Enjoy life. Remember that you need to play and have fun. And most of all, you need to **laugh**.

--"Life's Greatest Lessons" Hal Urban

### **Instrument Policy**

1. Fill out and notarize an instrument check out form. One must be filled out for each school owned instrument used. (For some band students this will require two forms: marching band performance horn/drum, and symphonic band horn.)
2. A fee of 80.00 (\$40.00 per semester) per year must be paid to rent a school owned instrument. Students desiring more than one school instrument will pay the rental for each. The values of the instrument(s) that you are using are anywhere between \$5000.00 and \$10,000.00, this fee is an extremely reasonable. This fee goes toward the normal maintenance required to keep the horn in good working order. If a school owned instrument is damaged due to student negligence, the student is financially responsible for the repair of the instrument. Normal maintenance will be handled through the instrument maintenance fee at director's discretion.
3. Instruments must be returned in the same conditions as when issued. Students will be responsible for all repairs due to neglect or carelessness.
4. Instruments must be placed in the proper storage area after each rehearsal or performance. Cases must be latched.
5. All instruments must be cased before loading busses for a band trip.
6. All lost items from your instrument such as mouthpieces, drum sticks/mallets, etc. must be replaced at the expense of the student renting the instrument.
7. Each student is responsible for his/her instrument when traveling to performances. The instrument MUST be returned to its proper place in the band room upon our return. Failure to do so will result in a lowering of the student's performance grade.
8. Other students ARE NOT allowed playing on your rented instrument. Report violations of this to the band director and it will be corrected. This includes all PERCUSSION instruments.)
9. A student may lose the privilege of renting a school owned instrument due to unnecessary carelessness.
10. Proper care and pride in the use of your instrument will enable us to spend less money for repairs and more money for new instruments. You shall be expected to handle your instrument at all times in the correct manner and do periodic maintenance and cleaning on it (especially during marching season—suggested weekly)
11. Use of all school owned equipment is restricted to Tri-Valley School Band activities and cannot be used for personal activities or concerts outside of school performances without permission from the band director. Violations of this policy will automatically result in the student being denied any and all school band equipment.

### **Individually Owned Instruments**

1. These instruments must be kept in their proper storage bin when not in use.
2. Other students ARE NOT to play your instrument at any time without your individual permission. Any violations of this rule should be reported to the band director immediately.
3. Individually owned instruments are not insured by the school against any type of loss or damage. We seriously advise you to take out insurance on you instrument through your personal insurance agency. Be sure to keep a record of the make, model and serial number of your instrument and keep it in a safe place at home.

### **Policy for all Instruments**

1. Your instrument must be in excellent playing condition at all times. Proper care will enable everyone to save money on repair work and avoid unnecessary loss or playing time during rehearsals. Equipment inspections will occur prior to performances.
2. It is a must that your instrument be kept in the proper bin, in the correct storage area and not be left out on the floor.
3. All instruments and cases must be returned to their proper areas by you when we return to the school from a band performance. A lowering of the performance grade will occur for failure to follow through.
4. Instrument bins are not to be used as your school locker.
5. The band office is not to be used as a storage area for books and personal belongings unless authorized by the band director.

## **The Tri-Valley Marching Band**

### **Summer Activities**

**The Marching Band performs in several parades during the summer, and will rehearse periodically to prepare for them. Students are expected to participate in these performances and rehearsals. Vacations and other summer commitments need to be approved at least two weeks in advance.**

### **Pre-Band Camp, Band Camp, and Post Band Camp**

**The activities of marching band are strenuous and put great demands on both the students and the directors. As a result, there will be a week of pre-band camp, usually the third or fourth week of July, to loosen muscles, get the lip back in shape, and work on fundamentals. Band camp will be held the following week, with details to be given by the director.**

**The band director wishes to emphasize the importance of the July phase of marching band preparation in order to establish good fundamentals of marching and music. These are all vital for participation in the early stages of our fall performances. Failure to attend any of these phases will automatically result in the student attaining alternate status until further notice is given by the director.**

### **Football Season**

**The band will perform at all football games in the fall (both home and away) which are always held on Friday evenings from late August (\*first game is before school starts this year) to November.**

### **Competitions and other fall performances**

**The band regularly performs in marching competitions, and occasionally performs for special events. Students are expected to participate in All performances during the school year.**

## Merits - Demerits

The purpose of the Merit/Demerit system is to help each band member develop individual and group responsibility in order to make the band program run more efficiently. This assists the band director in building character and leadership in many aspects. Merits may be issued for going over and above in responsibility or action and demerits issued for inappropriate responsibility or action. Merits/Demerits may be issued by Directors, Field Commanders, Section Leaders, or Officers of the band. Merits/Demerits may also affect year end award status.

All Merits/Demerits will be reviewed by the director and inappropriate issuance of Merits/Demerits will result in the person issuing the inappropriate demerit actually receiving the demerit.

Merits- The appropriate number of merits issued will be under director's discretion.

Demerits - One demerit will be received for the following:

1. Uniform Care
  - Cleanliness and care
  - Jewelry being worn
  - Defacing the uniform
  - Hair dyed an unnatural color
  - Hair extensions or tie-in
  - Gentlemen's faces not cleanly shaved.
  - Tattoo's not being appropriately covered.
  - Incompleteness
  - Disorderly conduct in uniform
2. Behavior/Attitude
  - Disrespect in any form.
  - Inappropriate language
  - Inappropriate actions and/or gestures (facial or body)
  - Argumentative, belligerent attitude and/or rudeness
  - Inappropriate (PDA) Public Display of Affection
3. Tardiness
4. Absenteeism - **Sectionals** and **Full Band** performance/ rehearsals
5. Music
  - Preparation and memorization
  - Playing at inappropriate times
  - Not playing at appropriate times
  - Unprepared (lack of music or equipment)

### Demerit Results

Demerits may result in the following disciplinary action:

- Loss of preference seating on the bus - 1 demerit
- Loss of third quarter privilege - 1 demerit
- Loss of special event privilege - 1 demerit
- Loss of special event privileges - 3 demerits
- Loss of marching position - 5 demerits

If consistent demerits are earned Directors Discretion of discipline will be exercised.

## **Description of Band Activities**

### **Marching Band (Fall Semester Only)**

With an annual membership of approximately 80+ members, the marching band is a musical marching unit organized during the fall for the duration of Ohio Music Education Association events and football season. Membership requires total dedication and maximum effort and involvement in all aspects of marching, playing, and performance.

The marching band performs at several community functions (parades and concerts), football games, and contests. This band also performs a concert in November which highlights several musical selections from the season

A calendar is issued in May for the marching band with the following season's practices and performances. **During the fall the marching band practices Monday and Wednesday from 3:30 to 5:00 p.m. and on Thursdays from 5:00 to 8:00 p.m.** Students staying after school in preparation for the 5:00 p.m. rehearsal will be permitted in the band room or on the band field but there will be no supervision of them until the rehearsal begins at 5:00 p.m. Their behavior and welfare is the responsibility of their parents. Sectionals will be scheduled by director and section leaders as deemed necessary. **(Attendance is required)**

Band Camp is held at Rio Grande College from July 17-22, 2016. The cost this year is \$240.00. Only in the case of extreme circumstances is the band camp fee refunded. The boosters are refunded no money from the university if a student leaves early from camp. Transportation will be provided for the band, however if families wish to transport their student to and from camp they may (See the band camp transportation waiver form.) Students **Are Not** permitted to drive themselves to camp.

### **Auxiliary Units**

#### **Color Guard (Fall Semester Only)**

The color guard is a unit comprised of flags and rifles that are chosen by audition each spring. Those with a dance background are encouraged to audition. Members receive credit, as do regular band members. The guard rehearses with the band after school and they will have additional rehearsals.

#### **Winter Guard/Flag Line (Extra-curricular)**

The winter guard is an advanced group of color guard that performs in an indoor facility during the winter months. This group performs at various MEPA and WGI competitions. It is open by audition only.

#### **Indoor Drumline (Extra-Curricular)**

The Indoor Drumline is a winter/spring season competitive performance group open to student's grades 7-12 through an audition process. Both a Battery (Marching Line) and a Front Ensemble (Pitched, Non-Pitched & Auxiliary Percussion) are used in this ensemble. This organization holds membership with the Mid-East Performance Association (MEPA) and competes in at least four competitions throughout the state. Each year offers potential to attend a weekend long championship event (based on the individual ensemble and at the expense of each student). Rehearsals vary based on the experience of the ensemble and availability of rehearsal space. Students are expected to pay, or earn through fundraising, a \$75 fee to cover materials, uniforms, use of school owned instruments, etc.

### **Pep Band (Basketball Season)**

The pep band is a small performing group that provides entertainment at home basketball games. Rehearsals are held regularly in the music room one hour before the start of the games.

### **Symphonic Band (Spring Semester Only)**

Symphonic Band is a continuing ensemble of the marching band. Members are chosen by audition at the end of marching season in November. The repertoire consists of quality original works for band. This organization performs at several concerts throughout the school year. They also participate in O.M.E.A. large group contest. This band rehearses during the school day.

### **The Definite Dozen--Pat Summitt**

Tennessee Lady Vol's Coach (38 years)  
Collegiate Record: 1,098-208 (.840)  
8 National Titles

1. **Respect Yourself and Others**
2. **Take Full Responsibility**
3. **Develop and Demonstrate Loyalty**
4. **Learn to Be a Great Communicator**
5. **Discipline Yourself So No One Else Has To**
6. **Make Hard Work Your Passion**
7. **Don't Just Work Hard, Work Smart**
8. **Put the Team Before Yourself**
9. **Make Winning an Attitude**
10. **Be a Competitor**
11. **Change Is a Must**
12. **Handle Success Like You Handle Failure**

## **Tri-Valley Color Guard**

**Welcome** to the Tri-Valley Band Family. The **Color Guard** program is one of the many sections of the Tri-Valley Marching Band and a significant part of the overall program. The purpose of this information is to provide the members and parents an overview of our program and expectations that come with its membership.

In the most basic terms, **Color Guard** is a performance based activity involving dance, flags, and other equipment. In the fall, the color guard and marching band perform a show on the football field. **Color Guard** can also be extended through the winter season, performing a show by themselves in an inside venue.

**Color Guard** is a high adrenaline rushing sport that advances students into a new area of performing and visual arts. It is an activity that promotes self-expression, creativity, and the love of performing.

**Color Guard** creates a family with its members and staff that cannot be described. It's about working together to achieve goals and reaching new levels that were once thought unattainable. It's about lessons learned that will guide you through life's journeys. **Color Guard** helps us achieve self-discipline, self-esteem, and self-confidence.

The **Color Guard** will always have a respectful attitude toward all other fellow Tri-Valley Band and Color Guard members, Band Staff, Color Guard Staff as well as all directors, administrators, and parents. We are an organization with pride and our respect for each other is of highest importance.

The following pages outline the expectations of a Tri-Valley Color Guard member.



## **Fees**

The Color Guard Members will be responsible for paying the same Band Camp fee as the Band Members. This is to cover housing, food, staff and facility fees during the stay at Rio Grande College. The Color Guard members will also be responsible for purchasing the required summer uniform, equipment bag, marching shoes and gloves for the fall uniform. The color guard members are also responsible for a rental fee each season that covers the use of our equipment for that season.

## **Fundraisers**

Members are expected to participate in any fundraising that we do. The purpose of fundraising is to provide the students with equipment and uniforms without personally incurring the cost. There will also be opportunities to earn money that will directly pay on your band camp fee.

## **Uniforms**

The summer uniform will be purchased by you, therefore you will own it. The fall uniform will be owned by the Band Organization. However, during the season it will be worn by you. Extreme care must be taken while you are in possession of your uniform. Any spills or stains must be reported immediately to the color guard director. Your shoes must always be clean. The gloves must also be taken care of and will be machine washable. They are expected to be clean during performances. Hairstyle and makeup will be determined and enforced by the director during the season.

## **Equipment**

The flags and poles are owned by the Band organization. They are signed out to you while you are a member. They will be signed out to you at the beginning of the season and signed back in at the end of the season. You are expected to take good care of this equipment. You are also responsible for making sure the tips are in good condition. You will be responsible for covering any damage outside of the normal wear and tear of the flags.

## **Leadership Positions**

In this organization, we depend on student leaders to help assist the staff in providing a positive and productive rehearsal. Leaders may be in charge of equipment, team-building exercises, and general positive attitude examples. There is no set number of positions. There will be a try-out procedure for these positions and seniority is not a major factor in choosing the positions. What we look for when choosing positions is motivated people who demonstrate an outstanding work ethic, and someone who is willing to go above and beyond the expectations. To be considered for a leadership position in the fall, the member must have completed the prior indoor season. Refer to the leader section of the handbook for more details.

## **Rehearsal**

Following are the guidelines to ensure that procedures and expectations are defined for all Color Guard Members at Tri-Valley High School.

- **Rehearsal dates are mandatory.** We will be learning new material at every rehearsal. Rehearsals begin at the time listed.
- Members are to arrive 10-15 minutes prior to the scheduled time to gather equipment and get to the practice site.
- Wear comfortable clothing to rehearsals. **No jeans.** No pants that drag the ground. T's, sweats, cotton shorts and pants are examples of acceptable attire.
- Wear appropriate footwear. Tennis shoes are acceptable. No flip flops, sandals, opened toed footwear is prohibited.
- No hoops earrings or any large earring is permitted. No rings or necklaces are permitted.
- Water bottles are encouraged at rehearsal. Pop is highly discouraged.
- No Cell Phones or pagers are permitted during rehearsals. Please turn them off to avoid distraction during rehearsals.
- Let us know ahead of time if you have a conflict or illness. If we do not hear from you and you are absent, it will be considered unexcused. Unexcused absences may result in loss of performance or dismissal from the group.
- Please call **740-586-8922** in case of an emergency where you can't make it to rehearsal. A note or phone call from the parents is also expected.
- Calendars are given to all members with our rehearsal dates and times. The Color Guard will have many separate rehearsals from the band. This gives us time to concentrate on our specific responsibilities. Please stay on top of rehearsal dates and times.

***Congratulations*** on taking this step in becoming a member of one the most exciting programs that Tri-Valley Schools offer. You are about to embark on a potentially life-changing journey! We are excited to be able to help guide you through the way! Please let us know if there are any questions!

*Thank You.*

## **Band Parent Organization**

The Tri-Valley Band program is a very large musical organization with several different performance ensembles. The success of our band is not possible without an effective support group. The Tri-Valley Band Boosters fill this very important function.

The Band Boosters Club has an annual budget of about \$45,000 per year. This often shocks people that are unfamiliar with our program. Among our expenses are: instrument repairs, music, equipment (replacing/repairing), entrance fees, transportation, uniform (replacement/repair), camp staff, awards, administrative costs, insurance, band bus. To maintain such an active and successful band program fundraising is a necessity.

Among the group's fund raising activities are the Auction, zap-a-snacks, poinsettias, concession stand, fall program sales, and the marching band invitational.

Fund raising is only one aspect of the booster organization. They also assist the band in many other ways such as providing chaperones for trips and band camp, uniform maintenance, instrument and equipment crews, medical assistance and supporting our groups by attending our performances.

The booster organization meetings are on the second Wednesday of each month, at 6:30 p.m., in the Tri-Valley High School music room. We ask that all parents get involved with the booster organization and volunteer to help with the various projects held throughout the year. Someone will be calling!!!!

### **Marching Band Leader Positions**

There are Squad leaders selected for each section—at times sections will be grouped together (i.e. Low Brass for trombone, baritone, tuba, and at times tenor saxophones). These positions are utilized during Marching Season to facilitate instruction in rehearsal. Certain larger sections may require Assistant Leaders. All Section Leaders must answer to the Field Commander(s) and Band Director and are accountable for maintaining discipline within their sections during rehearsals and performances.

### **Eligibility Requirements**

In order to qualify for an Officer or Leader position, you must meet the following criteria:

You must have maintained an accumulative Grade Point Average of 3.0 or better and been eligible for extra-curricular activities for the past year.

You must have had outstanding rehearsal and performance attendance throughout the past year.

You must have actively participated in Band fund raisers and activities throughout the past year and have no outstanding debts towards the program.

You must not have been a discipline problem in **any way** for the entire past school year.

You must have exhibited a high level of maturity, responsibility, dedication, and respect for authority throughout the past school year.

- All Band Leader positions (Field Commander/Squad Leader/Color Guard Captains) are selected through an extensive audition, interview, and evaluation process with the band director.
- Field Commander candidates will receive some previous training in conducting, commands, score reading, and drill reading. Field Commander candidates will give vocal commands and conduct in front of the band previous to the audition. Field Commander auditions are judged by directors from outside the TV Band Program.
- Squad Leader candidates must display adequate musical and/or marching proficiency through a music/marching audition. Both Field Commander, Squad Leader and Color Guard Captain candidates will also be evaluated by their current teachers. Band members must fill out separate forms for each position applied for.
- The Band Officers are elected by the current members in the band. An election is held each May or June during the organizational rehearsals.
- The Band President must be a junior or senior band member. All other offices may be held by freshman, sophomores, juniors, or seniors.
- The Field Commander can only run for the office of historian.
- Any officer or leader not fulfilling his/her duties will be replaced.
- Students may be appointed to more than one position at the discretion of the band director.

Remember that an Officer or Leader position is a position of effective leadership and a dedicated work ethic. Officer and Leader positions should be viewed as positions of service to the TVHS Band Program and NOT self-glorification. In any case, all TVHS Band members should react to selections with modesty and dignity!

The main objective of the Officer and Leader positions is to offer students a chance to be more actively involved in developing and promoting the level of musicianship, discipline, enthusiasm, honor, and pride among all members of the TVHS Band program!!!

## **Prospective Field Commander Criteria**

**\*\*Must be a sophomore, junior, or senior next year.**

**\*\*Must have two years of marching band experience**

**\*\*Must have performed a Solo at OMEA competition this year. Rating received by student will be taken into consideration for a leadership position.**

**\*\*Must be able to attend all band performances and practices (Previous attendance including appointments, conflicts, and personal problems will be reviewed and considered by the director on an individual basis.)**

**\*\*Must be flexible with their schedule for extra's (sectionals, meetings, duties, etc.)**

**\*\*Must be willing to accept extra assignments from Miss Blevins and other staff.**

**\*\*Must be in good standing with grades in other classes, in band, and with band accounts.**

- **Try-out—Marching, Music (solo), Scales, Marching and Playing, Conducting skills, Faculty Evaluations, Grade Point Average, and Interview.**
  - **Practice session dates and try-out date will be set each year.**

## **Prospective Squad Leader Criteria**

**\*\*Must be a sophomore, junior, or senior next year**

**\*\*Must have two years of marching band experience**

**\*\*Must have performed a Solo at OMEA competition this year. Rating received by student will be taken into consideration for a leadership position.**

**\*\*Must be able to attend all band performances and practices (Previous attendance including appointments, conflicts, and personal problems will be reviewed and considered by the director on an individual basis.)**

**\*\*Must be flexible with their schedule for extra's (sectionals, meetings, duties, assignments, etc.)**

**\*\*Must be in good standing with grades in other classes, in band, and with band accounts.**

- **Try-out—Marching, Music (solo), Scales, Marching and Playing, Conducting skills, Faculty Evaluations, Grade Point Average, and Interview.**
  - **Practice session dates and try-out date will be set each year.**

## **Band Officers and Leaders**

### **Officer Positions:**

**Band President**—a student leader of the band program. The Band President should be one of the most dedicated of the band students. He/she is a confidante of the band director. This student should constantly strive for ways to make the band program better and communicate with the band director on all aspects of student's issues. He/she must:

- Take charge of the band in the absence of the Band Director or Field Commander(s) unless other arrangements have been made.
- Organize and supervise all inspections, trips, itineraries, band officer and staff work schedules, set-ups/tear downs, bus loading, etc.
- Assist with arrangements for special projects (trips, festivals, awards, fundraisers, etc.)
- Check and assist in keeping the Band Room/Equipment/Music clean and in order.
- Be present at all Band Parent meetings.
- Be willing to assist the band director whenever possible.

**Field Commander**—a student leader of the band program and of the Marching Scotties. The Field Commander should be one of the most dedicated of the band students. He/she is a confidante of the band director. This student should constantly strive for ways to make the band program better and communicate with the band director on all aspects of student issues. The Field Commander must answer to the Band Director and be accountable for student discipline during rehearsals and performances. He/she must:

- Take charge of the band in the absence of the band directors.
- Assist the Band Director in administering band member inspections.
- Assume the role as a Student Leader of the Band.
- Take charge of all responsibilities of the Band President in his/her absence.
- Coordinate and run marching rehearsals.
- Direct the Band at all performances.
- Have band warmed up and ready when rehearsals are to begin.

**Section Leaders**—a student leader of the band program and of the Marching Scotties. A Section Leader should be one of the most dedicated members of the band. This student should constantly strive for ways to make the band program better and communicate with the band director on all aspects of student issues. The Section Leaders must answer to the Band Director and keep the the director informed of any student discipline infractions during rehearsals and performances. He/she must:

- Take charge of the band in the absence of the band director or field commander.
- Assist the Band Director in administering band member inspections.
- Assume the role as a Student Leader of the Band.
- Coordinate and run marching and music rehearsals.
- Direct the Band at sectional rehearsals.
- Have their section warmed up, tuned, and ready when rehearsals are to begin.

**Librarians (2)**—This position entails organization, maintaining, distribution, and copying of music. These individuals may need some clerical and computer skills. They will be allowed to work in the Band Library. He/she must:

- Help collect, organize, file, and distribute music to students.
- Copy information or music for the Band.
- Type Band Library information on the computer.
- Maintain accurate files according to the filing system established by the band director.
- Collect fees for damaged or lost music and turn monies over to the band director.
- Keep the Band Library neat and organized.

**Equipment Quartermasters: (2)** —this position involves the working, maintenance, and organization of all Band equipment. They will report early and stay after Band performances, functions, and rehearsals for set-up and tear down. Equipment Officers will work with the Band Parents who assist with equipment at some events. He/she must:

- Load and unload equipment for all football games.
- Set-up and tear down for all concerts.
- Set-up and tear down chairs, electronic equipment and/or podium for rehearsal.
- Operate and maintain electronic/recording equipment.
- Keep all Instrument/Equipment Storage areas neat and organized.
- Inform Band Director of damaged, misused, stolen, or lost equipment.
- Organize and delegate concert crew with director input.

**Color Guard Captain**—will assist in the instruction and discipline of the other members. The Color Guard Captain will answer to the Guard Instructor and the Band Director. The Color Guard Captain is accountable for the discipline of the Guard during rehearsals and performances. They must:

- Take charge of the Color Guard in the absence of the Guard instructor.
- Assume the role of the student leader of the color guard.
- Keep close contact with the Band Directors/Guard Instructor and relay information to the Guard during rehearsals.
- Will assist in the instruction of members.
- Assist the instructor in administering member inspections.
- Be responsible for the organization and cleanliness of the guard storage areas.
- Always be in support of the Guard Instructor/Band Directors.
- Actively participate in fundraisers.
- Be a liaison to the band program.

### **Appointed Positions**

**Office Managers (2-4)**—this position entails assisting the Band Director with office work. These individuals will need some clerical and computer skills. They will be allowed to work in the Band Office. He/she must:

- Assist the Band Director with all office work.
- Help collect/organize student information.
- Type student information for various functions.
- Take attendance and keep track of it on the computer.
- Maintain accurate files according to the filing systems established by the Band Director.
- Keep track of inventory/repair items and their various forms.
- Maintain historical information of the Band program.

**Supplies Coordinators (1)**—this position involves distribution of instrument supplies. They will report supplies needs and turn over all monies to the Band Director. He/she must:

- Keep records of instrument supplies.
- Sell supplies at specified prices and turn monies over to the Band Director.
- Inform Band Director of supplies needs.

**Concert Crew (6-12)**—this position involves the set-up and tear-down of all Band equipment for performances. They will report early and stay after Band performances for set-up and tear-down. Concert Crew members will answer to Equipment Quartermasters. He/she must:

- Assist Equipment Quartermasters where needed in loading and unloading equipment for football games.
- Set-up and tear-down chairs and stands for all concerts.

**Field Manager (1-2)**—this position involves the care and maintenance of the practice field and storage building. He/she must:

- Care and maintenance of field
- Report needs of paint supplies
- Paint field weekly from July to November
- Organize, monitor and report on needs of storage building



### **Football Season**

The band will perform at all home and away football games. Football games are held on Friday evenings through the end of August to the end of October. If the football team qualifies for play-offs, games will be held on Saturdays, possibly lasting through November. Band members are required to attend regardless of weather conditions. Attendance is figured in to the students' final grade.

### **Band Stand Conduct**

1. Good bands look organized at all times!! Your conduct in the stands during the football games is important to the impression we leave with the general public. Poor discipline presents a negative impression and good discipline presents a positive impression. You must always strive for good discipline. A part of that discipline is showing school spirit and supporting the football team.
2. Be alert!! Events happen quickly at football games. Watch the directors and be prepared to play the fight song after each touchdown and field goal. Do NOT play your instrument unless the whole band is playing.
3. Do not invite your friends to sit with you at the band stand.
4. Only parents or legal guardians that have been pre-approved and are assisting with band equipment are permitted in the band stand area and on the field during halftime and at contest performances.
5. Keep good care of your instrument. This will prevent it from being damaged.
6. Stay in uniform at ALL times. Never place part of your uniform or instrument on the ground. (Flip shoulder blades up during third quarter.)
7. All school policies and procedures are in effect as stated in the Code of Conduct Section of the handbook.
8. Never leave the band stand without permission from a director. (Third quarter is the only exception to this rule.)
9. When you are in uniform, you represent the Band Department, Tri-Valley High School, and the communities involved in our school. Always leave a positive impression!!!

### **Third Quarter Procedure**

1. Make sure your instrument is secure and safe when leaving the band stand. **You are responsible for your instrument at all times!!!**
2. Do not leave the stadium. At away games do not return to the busses without Band Director Permission.
3. Stay in uniform.
4. Public display of affection will not be tolerated.
5. Only alumni who completed their senior year with the band are allowed in the band stand area during 3<sup>rd</sup> quarter. No other visitors will be permitted in the band stand area at any time unless specific permission has been granted in advance from the band director.
6. You are expected to be in your seat, ready to play, with one minute left in the third quarter.

**Violation of these rules will result in loss of third quarter privileges.**

### **Bus Conduct**

1. The band takes many trips during the school year. The majority of these trips are to away football games and marching band contests, but these rules apply to ALL bus trips, no matter the time of year.
2. All school policies and procedures are in effect as stated in the Code of Conduct Section of the handbook.
3. The bus driver is in control of the bus at ALL times. Also, chaperone(s) are in control of the bus. Insubordinate behavior to these people will result in severe disciplinary action by the directors and/or the administrators.
4. Use moderation when talking. Again, pay close attention to the bus driver, chaperones, staff, and director. At times, the bus driver will need silence (i.e. railroad tracks). Never yell on the bus or out the window.
5. Hands, arms, etc. must remain inside the bus at all times.
6. Remain in your seat at all times.
7. Director, staff, and chaperones have the right to reserve certain seats.
8. Do not board or load equipment until instructed to do so.
9. Remain on the bus until instructed to disembark.
10. Do not ask to change busses. (This is reserved for medical or emergency situations)
11. Be on time for bus departures.
12. Remember to use the restroom before we depart.
13. When arriving back at school, leave the bus in better condition than you found it, clean and with the windows up.
14. Do not forget to thank the bus drivers and chaperones for their assistance in making the trip safe and enjoyable.
15. Students will travel on Tri-Valley School busses for the purpose of participating in activities and performances by the Tri-Valley Bands during the 2016-2017 school year.

### **Bus Excuses—Important**

Band Members are **NEVER** permitted to drive themselves to band events. In the event there is a conflict with a band event and school related event (i.e. sports, ACT/SAT, etc.) **PARENTS** must ask for permission to drive their son/daughter to the band event.

Band members may **NOT** be excused from riding home on the bus from a band event, unless the parent has:

**--Turned in a Hand Written Note to the Director prior to the event (24 hours)**

**When taking your child home from an event, you must “check-out” with a director and be present with your son/daughter.** A student that leaves without “checking out” will result in disciplinary action by the directors and/or the administrators.

All students must take school transportation “to and from” an event. Only in extreme cases will parents be able to transport a student “to and/or from” an event. In the event that a parent needs to pick up their child from an event, the parent must communicate the request with the band director at least 24 hours in advance of the event. Any forms concerning child custody issues should be filed with the band director at the beginning of the band season. Approval of hand written note, signature on the sign-out sheet, and a visual check out needs to take place to insure the custody of the student has been transferred to the parents or appropriate guardian. Requests, not given in advance, may be denied.

## **Band Awards**

**Band Shield**—awarded to every first year member of the Marching Band.

**Band Letter**—awarded to members there second year if they have two years of Marching Band, have earned the Allegro and Vivace Scale Achievement tags, 1000 service points, and participated in Solo and Ensemble for that current year.

**Medallions**—awarded based upon tally of points. Service points are awarded by and at the discretion of the director. The Silver medallion is based on service points and the earning of the Presto Scale Achievement tag. The Gold medallion is based on service points and the earning of the Accelerando Scale Achievement tag.

**Certificates**—awarded for first year of Jazz Band and for members at or over 4000 points.

**Service Plaque**—awarded for students completing over 4500 points.

**Marching Band Plaque**—awarded for students completing five years in Marching Band. (Students must have received a passing grade for each semester.)

## **Special Awards**

The Director's Award, Arion Award, Edwin Franko Goldman Award, Louis Armstrong Award, Sempre Fidelis, and the John Phillip Sousa Award are awarded by the Band Director.

Transfer students must be enrolled in the band for at least two grading periods and meet all general criteria for eligibility for receipt of any awards.

The criteria for Special Awards are:

1. Overall 2.5 school GPA.
2. Overall 3.0 Band GPA.
3. Participation in the following:
  - a.) Both District Marching and Concert performances and competitions.
  - b.) District Solo and Ensemble Festivals.
  - c.) All rehearsals and performances.

## **Awards**

**Espirit de Corps**  
**Bronze Medallion—1500 points, Allegro & Vivace tag**  
**Silver Medallion—2000 points & Presto tag**  
**Gold Medallion—2500 points & Accelerando tag**  
**Marching Plaque—five year members**  
**Service Plaque—4500 points**  
**Director's Award—Junior**  
**Louis Armstrong Jazz Award**  
**Edwin Franko Goldman Award**  
**Sempre Fidelis Award—Senior**  
**John Philip Sousa Award—Senior**

## **Additional Performing Opportunities**

<b>Capital University</b>	<b>November</b>
<b>Muskingum College</b>	<b>November</b>
<b>East Central Region Honors Orchestra</b>	<b>November</b>
<b>Solo &amp; Ensemble Contest</b>	<b>January/February</b>
<b>District IX Honors Band</b>	<b>January/February</b>
<b>Bowling Green Honors Band</b>	<b>January</b>
<b>Ohio University Honors Band</b>	<b>January</b>
<b>Kent State University Honors Band</b>	<b>February</b>
<b>Ohio State University Honors Band</b>	<b>February</b>

### **Student Achievement Scale Levels**

<b><u>Level</u></b>	<b><u>Grade</u></b>	<b><u>Scales</u></b>	<b><u>Lip Slurs</u></b>
<b>Largo</b>	<b>5<sup>th</sup></b>	<b>3 Major Scales Bb, Ab, F</b>	<b>Column I</b>
<b>Adagio</b>	<b>6<sup>th</sup></b>	<b>4 Major Scales Bb, Ab, F, C</b>	<b>Column II</b>
<b>Andante</b>	<b>7<sup>th</sup></b>	<b>8 Major Scales Bb, Eb, Ab, Db, D, G, C, F Chromatic Scale (Bb Concert)</b>	<b>Column III</b>
<b>Moderato</b>	<b>8<sup>th</sup></b>	<b>12 Major Scales Bb, Eb, Ab, Db, Gb, B, E, A, D, G, C, F (Minimum Speed of Quarter Note equals 90)</b>	<b>Column IV</b>
<b>Allegro</b>	<b>9<sup>th</sup></b>	<b>12 Major Scales 2 Octaves (Minimum Speed of Quarter Note equals 90)</b>	<b>Column V</b>
<b>Vivace</b>	<b>10<sup>th</sup></b>	<b>12 Major Scales Full Range (Minimum Speed of Eighth Note equals 120)</b>	<b>All Lip Slurs</b>
<b>Presto</b>	<b>11<sup>th</sup></b>	<b>12 Natural Minor Scales (Minimum Speed of Quarter Note equals 90)</b>	<b>Hanna Arpeggios (M, m, dim)</b>
<b>Accelerando</b>	<b>12<sup>th</sup></b>	<b>12 Melodic Minor Scales (Minimum Speed of Quarter Note equals 90)</b>	<b>I, IV, V<sup>7</sup>, I Arpeggios</b>

## Student Award Worksheet (20\_\_)

Name \_\_\_\_\_

Activity	Points available	Points earned
<b>Summer Marching Band Performances</b> (Memorial Day/MS Memorial Day/ Adamsville Homecoming/Fair/Holiday Parade) (Extra's: _____)	<b>25 pts. each</b>	_____
<b>Summer Lessons</b> (at least 8 lessons and a note from the teacher)	<b>50 pts. each year</b>	_____
<b>Recital Attendance</b> (written/program)	<b>10 pts. each</b>	_____
<b>Outside Performances</b> (director's discretion)	<b>10-50 pts. each</b>	_____
<b>Fundraiser Participation:</b> (Fair/Classic/Bazaar/Basketball Popcorn/Jazz Band Dance/Spring Yard Sale/etc.)	<b>25 pts. each</b>	_____
<b>Scale Achievement Tags Earned:</b>	<b>100 pts. Each</b>	_____
<b>Honor Teaching Program</b>	<b>25 pts. per student</b>	_____
<b>Volunteer Service Program</b> (field lining/field maintenance/library/etc.)	<b>Director's discretion</b>	_____
<b>Private Lessons (Individual)</b>	<b>100 pts. per year</b>	_____
<b>Honor Band(s)</b> (Capital/Ohio U./Bowling Green/Ohio State/District IX/Muskingum College)	<b>50 pts. each</b>	_____
<b>Jazz Band</b> (current year)	<b>100 pts. each year</b>	_____
<b>Pep Band</b> (current year)	<b>75 pts. each year</b>	_____
<b>Solo &amp; Ensemble</b> (100 pts. each event)	<b>100 pts. each event</b> <b>current year</b>	_____

## Student Award Worksheet (cont.)

<b>Musical</b>	<b>100 pts. each year</b>	_____
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<b>Leadership/Section</b>	<b>50 pts. each year</b>	_____
(Field Commander/Squad Leader/Drum Line/Guard/Officer/Librarian=100)		

<b>Winter Drum line</b>	<b>100 pts. Each year</b>	_____
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<b>Merits</b>	<b>10 pts. each</b>	_____
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<b>Demerits</b>	<b>-10 pts. each</b>	_____
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**Comments:**

**Total:** \_\_\_\_\_

<b>Bronze Medallion</b>	<b>requires 1500 points, Allegro &amp; Vivace tag</b>
<b>Silver Medallion</b>	<b>requires 2000 points &amp; Presto tag</b>
<b>Gold Medallion</b>	<b>requires 2500 points &amp; Accelerando tag</b>
<b>Bronze Star</b>	<b>requires 3000 points</b>
<b>Silver Star</b>	<b>requires 3500 points</b>
<b>Gold Star</b>	<b>requires 4000 points</b>
<b>Plaque</b>	<b>over 4500 points (Senior year)</b>

## Student Award Worksheet Color Guard

**Student Name** \_\_\_\_\_ **Year** \_\_\_\_\_

<b>Activity</b>	<b>points available</b>	<b>Points earned</b>
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Summer Marching Band Performances (memorial day/ Frazeytsburg-Dresden-Adamsville Homecoming /fair/Holiday Parade)	25 pts each	_____
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Summer Lessons (note from teacher required)	5 pts per lesson	_____
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Outside performance attendance (program required)	10 pts each	_____
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Fundraiser Participation	25 pts each	_____
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Assisting with the JH program	10 pts each	_____
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Assist with JH recruiting	25 pts	_____
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Participation in Fall guard	100 pts	_____
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Participation in Winter guard	350 pts	_____
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Fall guard notebook	25 possible pts	_____
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Color Guard leadership position	50 pts	_____
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Merits		_____
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Demerits		_____
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Comments:

Total: \_\_\_\_\_



## **2016--2017 Handbook Agreement Form**

**Please sign and submit this form back to the Band Director by:  
May 16, 2016**

### **Student Acknowledgement**

**I have read and understand the policies and expectations contained within the 2016-2017 Tri-Valley Band Handbook, including the uniform contract. I agree to abide by these policies and expectations. Furthermore, I take full responsibility for my own actions and promise to put forth my best effort to ensure the success of the Tri-Valley Bands.**

**Student Name (printed)** \_\_\_\_\_

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

\_\_\_\_\_  
**Date**

**I have read and understand the policies and expectations contained within the 2016-2017 Tri-Valley Band Handbook, including the uniform contract. I agree to support the enforcement of the policies and expectations. Furthermore, I will do my best to contribute my support to the success of the Tri-Valley Bands.**

**Parent's Name (printed)** \_\_\_\_\_

\_\_\_\_\_  
**Parent/Guardian Signature**

\_\_\_\_\_  
**Date**

**Student Instrument Rental Agreement Form**  
**2016-2017**

\_\_\_\_\_ agrees to take full  
**Student Name**

**responsibility and care for**

\_\_\_\_\_ **Instrument Model Number**      \_\_\_\_\_ **Serial Number**

**Any damage that occurs due to negligence or abuse are also agreed to be paid by the renter.**

**The instrument usage fee is \$40.00 for each semester (\$80.00 for the school year).**

\_\_\_\_\_ **Student Signature**      \_\_\_\_\_ **Date**

\_\_\_\_\_ **Parent/Guardian Signature**      \_\_\_\_\_ **Date**

**\*\*\*Make checks payable to Tri-Valley High School**

## **Band Camp Transportation Waiver Form**

**In the event that you wish to arrange for the transportation of your student to Rio Grande, Ohio, the following form needs to be completed.**

**I understand that Tri-Valley Schools are providing transportation for my student to and from Rio Grande Band Camp from July 17 to July 22, 2016. With my decision to arrange for transportation of my student, I am hereby releasing Tri-Valley Schools and its employees from liability and responsibility during transport to and from Rio Grande, Ohio.**

**All transportation arrangements will be submitted in writing to the Band Director prior to band camp.**

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**Student Signature**

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**Date**

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**Parent/Guardian Signature**

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**Date**

**2016-2017**  
**Tri-Valley Marching Band**

**Band Camp Emergency Information Sheet**

**This is to be left with your parents!!!!!!**

**In case of emergency—call 740-245-7724  
Rio Grande College  
or  
740-245-7286  
Rio Grande Security**

**The following cell phone will get in you in touch with:  
740-819-2144 (Ms. Blevins)**

**Explain to the security officer the nature of your emergency, give them the same of your child and ask them to contact a member of the band staff of the Tri-Valley High School Band.**

**If the emergency requires the parent to pick up your child at Rio Grande College the directions are as follows:**

**Take SR-60 south to SR-93. Stay on SR-93 until SR-327S, Turn left onto US-35-SE, Point Pleasant, Arrive at Rio Grande, Ohio**

**Buses leave TVHS— 7/17/16 (Sunday) 10:30 a.m.  
Buses return to TVHS—7/22/16 (Friday) between 4:00 and 5:00 p.m.**