



Perry Hall High School **MARCHING GATORS**



PERRY HALL GATOR MARCHING BAND HANDBOOK 2017

Dear Marching Band Students and Parents/Guardians,

Welcome to the Perry Hall High School Marching Band! The 2017-2018 school year is going to be an exciting and energizing one for the PHHS Band Program. You should already be proud to be a member of the best music school in Baltimore County! The band program provides a wide scope of musical activities and allows everyone a chance to reach their highest possible level of excellence.

As we experienced last year, our staff has contributed to developing a fabulous program for our students. We have assembled some amazing staff to work with the Perry Hall Marching Gators! You will be working directly with Baltimore County Music Teachers, current Towson University Marching Band students and staff members, as well as recent TU graduates! As you can see, we have a lot of great people working hard to make us better so let's show them what we can do!

The purpose of this handbook is to give the students and parents an overview of their responsibilities while taking part in the marching band at PHHS. Also, this handbook will provide you with a list of procedures, rules, and policies set forth by the band directors and administration. Each policy and rule contained in this book is essential to the efficient functioning of the band program. Please take heed and read everything! No member will be exempt from any rule or guideline! Failure to follow the rules or guidelines is grounds for dismissal so make sure you understand this handbook and ask questions for clarification before you sign and submit the last page.

We have tried to cover as thoroughly as possible every facet of the marching program. Students and parents must read this handbook carefully and sign and return the agreement forms located in the back of this handbook. These forms along with other necessary information must be turned in as soon as possible. Band members will be expected to understand and abide by all rules and regulations set forth in this handbook. Remember, to have a great band, we must all maintain a strong commitment to excellence!

Let's Go Gators!!

Scott Engel and Ken Kupyak

THIS BOOK BELONGS TO:

Name: _____

Section: _____

Marching Band Staff and Student Leaders:

Directors:	Mr. Scott Engel and Mr. Ken Kupyak
Visual Instructor:	Mr. Zachary Al-Radiedeh
Front Ensemble Instructor:	Mr. Evan Combs
Battery Instructor:	Mr. Ian Wysham
Color Guard Instructors:	Ms. Darcie Hildebrand
Brass Instructor (band camp):	Ms. Anysia Materewicz
Drill Writer/Visual Program Designer:	Mr. Bryan Hirschmann
Senior Drum Major:	Andrew Grupp
Junior Drum Major	Cassidy Finnerty
Flute Section Leaders:	Anna Fuhrman and Stephanie Prem
Clarinet Section Leader:	Katie Hagan
Saxophone Section Leader:	Chris Bain
Trumpet Section Leaders:	Melanie Deitrich and Brittanie Pierce
Mellophone Section Leader:	Michael Behnke
Low Brass Section Leaders:	Sophia Evans and Corwin Neat
Battery Section Leaders:	Ali Calilung and Sofia Dean
Pit Section Leaders:	Matt Nikzad
Color Guard Section Leader:	Anthony Sijera
Band Manager:	Emily Flach

Chain of Command:

Directors
Instructors/Staff
Chaperones (if on trip)
Drum Majors
Section Leaders
Band Members

Contact Information:

Address:	4601 Ebenezer Road Nottingham, MD 21236	Email:	Scott Engel- sengel2@bcps.org Ken Kupyak- kkupyak@bcps.org
Phone:	410-887-5188		
Fax:	410-887-5116		

How We Contact You:

At the end of this packet you will be able to supply your e-mail address for our Band Booster organization to contact you and keep you abreast of updates for the band program. You can also check the wiki daily (<http://perryhallband.pbworks.com>) and even subscribe to receive updates so you know when things have changed. We also need **all** students and parents to subscribe to our text alert service which the band directors will use to remind you about various things relating to the marching band program. To sign up, send the text “@9fd3” to 410-870-5393. You can also choose to get e-mails instead of texts simply by sending a blank e-mail to **9fd3@mail.remind.com**.

Band Booster Organization:



Support Organization of the Award Winning
Perry Hall High School
MARCHING GATORS

Perry Hall High School Band Boosters is a parent group that exists to support the needs of the marching band and overall band program. Band Boosters chaperone trips, participate as field crew, assist with uniforms, raise funds for operating costs of the marching band, maintain an informational website, hold executive board positions, and provide volunteer nurses and first aid stations. Band Boosters provides opportunity to stay involved in your teenager's life. The students actually enjoy seeing parents' enthusiastically cheering from the crowds in the stands and lining the parade routes.

Band Boosters **meet the first Wednesday of the month at 6:30pm at Perry Hall High School** (while the students practice). *The first meeting of the year will be Wednesday, September 13th at 6:30pm!* We hope you can attend the next meeting! You can provide your contact information for our wonderful parent organization on the form at the back of the packet which you and your child will complete and turn into the directors.

If you would like to contact the Band Boosters, feel free to e-mail any of the following members of our executive board:

Band Boosters Executive Board

President – Jen Christofersen	jennycrn@comcast.net
Vice President – Amy Flach	aflach@bcps.org
Secretary – Denise Prem	cdsprem@verizon.net
Treasurer – Jon Christofersen	jrchrissr@comcast.net
Parliamentarian – Jonathan Fowler	jonathan.l.fowler.civ@mail.mil

Prerequisite for Membership:

Prior to participating in the activities of the Perry Hall High School Marching Band, parents/guardians and students must have submitted a complete registration packet (including medical information). Also, all students must be registered in one of the band/orchestra classes during the regular school year (with the exception of all color guard members).

The materials and policies contained within this handbook apply to all members of the marching band. **You are responsible for knowing and understanding these policies.**

Using this handbook requires three simple steps:

- Read it.
- Understand it. Ask questions if necessary.
- Sign and return the contract on the last page of the handbook.

Program Description:

The Perry Hall High School Marching Band is a performance-based ensemble that provides students the opportunity to extend their musical knowledge and ability onto the marching field. The marching band meets only during the fall semester, and students are required to participate in all rehearsals and performances. The rehearsal and performance calendar are maintained on our Google calendar which can be accessed on the sidebar of our wiki site.

Purpose/Philosophy:

1. To support the school and community through performances at athletic events and other public events such as parades, homecoming, dedications, and local community functions.
2. To project a positive image for the school and fine arts department at PHHS.
3. To promote healthy relationships with other bands, schools, and musicians.
4. To inspire students in the enjoyment and enthusiasm of music and performing.
5. To perform at the highest possible level at all times and attain the absolute best out of each individual.

The Perry Hall High School Band program is dedicated to providing educational opportunities for its students in the performing arts. All educational activities will take place in a professional atmosphere, which promotes social and artistic development of the students, based upon high quality leadership and instruction. In addition, it is our philosophy that the experience is as important as the end product. This places emphasis on the development and growth of each individual student, not on specific performances.

Attitude:

Those students who have a positive mental attitude, regardless of their individual skills, will always have a place in the Perry Hall High School Band. If your attitude is not positive and you are not doing your personal best to make the group successful, you should not be a part of this organization. Band Directors will discuss negative attitudes with those individual students and those concerns may be grounds for evaluating a student's continued participation in the marching band.

Those who have pride in themselves will usually project a positive mental attitude. Characteristics of a positive mental attitude include a generally cheerful outlook towards rehearsals and performances, cooperation in the preparation and maintenance of equipment and facilities, and an eagerness to do whatever is necessary to be successful. In short, the ideal band member is someone who will always give his or her best for the good of the organization.

Expectations:

1. Students will attend each and every rehearsal and performance
2. Students will be on time for each rehearsal and performance
3. Students will have their instrument, music, and drill/dot book at each rehearsal
4. Students will wear appropriate shoes/sneakers for each rehearsal
5. Students will dress appropriately for rehearsal and performances
6. Students will practice their music and marching outside of class
7. Students will contribute POSTIVELY to the group effort

Rules/Procedures:

1. All school and BCPS rules are in effect at all rehearsals, performances, and other marching band functions.
2. Chewing gum is NOT PERMITTED.
3. Cell phones are not allowed on the marching field, and cannot be used during events.
4. Phones may be used after the event has finished or by permission from the directors.
5. NO food or drink is allowed inside the band room.
6. A band member must RESPECT his/her uniform at all times by keeping it clean.
7. Students will stay in uniform while we are in public (either half or full uniform).
Uniforms may be removed once you are in your car, or after we have boarded the bus.
8. Be in your seat (or in position), warmed up, and ready to begin ON TIME.
9. RESPECT other peoples' property.
10. Public displays of affection ARE NOT allowed while on "band time." Remember, this is a band function – not a date!
11. NEVER disrespect another band or its members. Always CHEER for other bands.
12. Show RESPECT to all directors, administrators, teachers, staff, and parents at all times.
13. Keep your language CLEAN! You never know who might be listening.
14. Remember you are a CLASS ACT. Do not do anything that you would have to explain later.
15. Always conduct yourselves as ladies and gentlemen.

Insubordination:

Insubordinate behavior will not be tolerated. Disrespectful acts committed by any member toward another member or staff member will result in an immediate referral to a school administrator for disciplinary action. NO EXCEPTIONS.

Rehearsal Days/Times:

- Mondays – On-field rehearsal: 6:00 – 8:30 pm
- Wednesdays – On-field rehearsal: 6:00 – 8:30 pm

Students are expected to report at least 15 minutes before rehearsal and will likely spend approximately 15 minutes after rehearsal cleaning up and putting things away. This means students and parents should expect a rehearsal timeframe commitment of 5:45pm to 8:45pm.

Performance Attendance:

Performances are an integral part of the marching band; therefore students are required to attend all performances. Any missed performance without an excuse will be grounds for evaluating a student's continued participation in the marching band.

In addition to the field show and parades, the marching band also performs at events like the pep rally and other assemblies. These events are also classified as “performances” and are considered mandatory.

Attendance Policy:

Band practices and performances are mandatory. Any request for an exception must be submitted in writing and approved by the directors **at least two weeks in advance** of the conflicting date, except in emergencies. A sample of the attendance excuse form is included on the next-to-last page of the packet. Copies of this form will be available in the band room throughout the year. This form should be completed only in the instance that a student is requesting an excused absence from an event that is at least two weeks away. Work is not an acceptable excuse for missing any band event. Our schedule is always announced far enough in advance to avoid conflicts. Parents, please make every effort to schedule regular doctor's appointments around the band's schedule whenever possible. If additions or alterations to the schedule are necessary, a minimum of two weeks notice will be given. Due to the unpredictable nature of our program (weather, schedule conflicts, etc.), cancellations of rehearsals or performances may occur at any time, however we will attempt to give parents and students as much advance notice as possible.

Remember, students are responsible for arriving at each rehearsal and performance at least 15 minutes prior to rehearsal and to make sure they are properly prepared (properly dressed, instrument ready, music ready, drill ready).

Excusable absences may be:

- ✓ Sick from school
- ✓ Doctor's appointment. (emergencies only)
- ✓ Death in the family
- ✓ Important family engagement (eg. wedding – with adequate notification time)
- ✓ Religious holiday
- ✓ Tutoring (with teacher's note)

Examples of unexcused absences are:

- ⊗ Homework (you must learn to manage your time well)
- ⊗ Birthday
- ⊗ Work
- ⊗ Trips that aren't given two weeks notice (for example, you know you are going to a wedding, and you don't tell us until the day before you leave)
- ⊗ Didn't have a ride (your section leader can help you find a carpool within the band)

Attendance Procedure:

If there is a prior commitment conflict, a written notice must be submitted no later than two weeks before the scheduled absence, but is still subject to director approval. The directors will either approve or deny your absence.

If you have something urgent come up that results in your absence, you need to inform the directors by e-mailing them. In addition, you must submit a **hand-written** excuse note to the directors within two days of your return. The directors will review excuses on a case-by-case basis. All attendance decisions are final. ***Unexcused absences and multiple excused absences may result in students being disallowed to perform. If a student is habitually late or absent, his/her behavior will be considered detrimental to the band program and may be considered grounds for evaluating a student's continued participation in the marching band.***

Music and Marching Skills:

Students are expected to have their music and marching prepared at every rehearsal. The music selections every student will learn this year are as follows:

- ♪ **"Heart"- Parts I, II, and III**
- ♪ Power Warm-ups for Marching Band
- ♪ Percussion cadence/street beat
- ♪ Stand Tunes- revisions to come
- ♪ Sportscenter
- ♪ Star Spangled Banner
- ♪ Fight Song
- ♪ Alma Mater
- ♪ Parade Song (TBA)

As stated earlier, the directors/instructors emphasize the development of growth, thus periodic checks (tests) of a student's progress will be done to ensure our high standard of excellence.

Visual Rehearsal:

Due to the time constraints and the necessity to function effectively and proficiently, we have designed these guidelines for the visual rehearsal.

Clothing and Materials:

Visual rehearsal requires that you be prepared for all types of weather. Band members should follow these guidelines so that we may have safe and productive visual rehearsals.

- No jeans. If weather permits that you wear long pants, we suggest that you wear sweats or warm-up suit pants. Jeans inhibit your mobility and do not allow for functional marching and maneuvering.
- Dress in layers. It is easy to take clothing off and throw it on the sideline, but you will not be released from rehearsal to get more clothing.
- You **MUST** wear a brimmed hat. This prevents members from becoming “Sun Stupid”.
- Sneakers!!!! Cross-training shoes are preferred. No canvas shoes, high tops, or boots will be allowed. (If you cannot see your anklebone, your shoes are too high.) The only exception to sneakers will be band uniform shoes. (This is only made as an exception if your shoes are in proper care and presentation for performances.)
- No watches required. The time will seem to move more quickly if you are unaware of it.
- No sunglasses. Sunglasses change your perception of the drill from rehearsal to performance. (Exception is granted if your prescription glasses turn dark outdoors, or with a doctor’s note.)
- Water!!!!!! 100-degree rehearsals seem hotter and longer when you don’t have any water to drink. Bring a water jug that is clearly marked with your name, and large enough to last for the entire rehearsal.

Evaluation of a Student’s Continued Participation:

Should a student choose to disobey rules, procedures, or etiquette the following procedure will be used to address concerns. If the offending behavior is particularly egregious, the director reserves the right to advance directly to the third step, in which we would include both the chair person and administrator in the meeting, in an effort to maintain the integrity of the ensemble.

1. A director will speak directly with the student.
2. If the issue continues, the director will speak with a parent of the student.
3. If the issue continues, the director will request a meeting with the student, parent, and chairperson or administrator to discuss how the concern can be resolved.
4. If the issue continues, the student will be dismissed from marching band.

*“You are what you repeatedly do;
therefore excellence is not an act but a habit.”*

-Aristotle

Rehearsal Technique:

Rehearsal technique is the manner with which we approach rehearsal. Rehearsals will be run in an efficient and effective manner. In order to have the most safe and productive rehearsals possible, the visual team has established guidelines for etiquette during visual rehearsals. Here is a list of expectations.

- Due to the large arena in which we work, it is essential that the majority of the talking be limited to the staff. Questions are expected and encouraged under proper circumstances. Simply raise your hand and a staff member will be glad to help you.
- Following a cut-off by the drum major/instructor...

VISUAL REHEARSAL (No Playing): End each phrase/rep in “minus one”
MUSIC/ENSEMBLE REHEARSAL (Playing): End each phrase/rep in “plus one”

- **“FORM”** (DM/Instructor waits 5 seconds and then gives next command)
Marching members use their eyes to check the accuracy of their performance. All equipment is in performance position. There should be NO MOVEMENT/TALKING at this time.
- **“DOT”** (DM/Instructor waits 10 seconds and then gives next command)
Marching members adjust their form and go to their dot. All equipment is in performance position. There should be NO TALKING at this time. Band members should fall into a rest position and listen for instructions from the Staff.
- **Box/Tower directions**
The director(s) in the box will give directions to the ensemble.
- **“FIELD”**
The staff and student leaders may now make corrections. Members should look at their dot books and step off sets if necessary. There should be NO TALKING by the students at this time. The director(s) will give the DM the next set of instructions at this time. **This is an excellent time to be reviewing where you are going and where you came from.**
- **“STANDBY”**
Members fall into the standby position with eyes focused on the DM who will give instructions immediately. There should be NO TALKING at this time, including field staff. Once instructions have been given, members should hurry/run to the instructed set and fall into standby to await further instructions.
- **“SET”** (DM right hand is up)
Marching members use their eyes to check the accuracy of their set. Feet move to the appropriate “minus one” position. All equipment is in performance position. There should be NO MOVEMENT/TALKING at this time. Instructions will be given for the next phrase/rep.
- **Eight and go!**
In order to move rehearsal along without hesitation...we will take our cue from the Dr. Beat. The DM will bring left hand up to cue the Dr. Beat. Marching members will begin the phrase/rep after eight (8) clicks of the Dr. Beat, the last four of which will be conducted by the DM.

Uniform:

Formal Uniform

Marching Band uniform (pants/jacket)
Show shirt
Black socks (calf-length)
Black marching shoes/Color Guard shoes
White gloves (long)
Gauntlets

Casual Uniform

Show shirt
Khaki shorts/pants
Sneakers/Color guard shoes

The Marching Band pants, jacket, shako, and gauntlets will be assigned to each non-guard member before the start of the school year. Woodwind and brass students will also receive one pair of show gloves (long-wristed, white). All other items will need to be purchased through the band. Students will ALWAYS get the uniform from the uniform closet and return it after every performance. No student will EVER take home a uniform. Students will order marching shoes (approx. \$30) during band camp, and will need to buy black socks for shows and white gloves for practice (approx. \$2).

Hair: Hair that is longer than collar-length must be secured and worn up in the shako.

Jewelry: No jewelry or watches shall be worn during performances.

Face paint: Face paint is not permitted unless specifically approved by the directors.

Accessories: No sunglasses may be worn during field rehearsal or performances. Headbands may be worn under the shakos so long as they are not visible. No hats or caps.

Other uniform modifications: Do not modify your uniform with any pins, stickers or other accessories, unless approved by the directors.

Spirit Points:

Throughout band camp, sections will be competing to earn Spirit Points. Spirit points can be earned by going above and beyond the normal expectations of students. Sections will also earn spirit points during games. Staff may give spirit points at their discretion, but student leaders can only give spirit points to members of other sections and for the following reasons:

1 point	2 points	3 points
Superb vocal counting	First section set	Moving equipment/helping without being asked
Extraordinary hype	Exemplary technique	Random acts of kindness

Academics:

A student's primary purpose at Perry Hall High School is to pursue knowledge and a high school diploma. He or she has the responsibility to attend class on a regular basis, complete all classroom assignments, and conduct himself or herself in ways that are consistent with acceptable classroom performance. The band member is required to meet all academic requirements as well as those of the Perry Hall High School "Gator" Marching Band.

Conflict Resolution:

Working as a team sometimes means that there will be disagreements and conflicts within that team. This is normal and can be a positive thing for the organization so long as it is handled in an appropriate manner. There is a right way and a wrong way to handle problems within the band. It is expected that occasionally emotions will get the better of us, but it is equally expected that you make every effort to handle conflict in an adult manner. Some general guidelines for conflict resolution are as follows:

- ❖ Solve problems off the field. Public disputes interrupt the rehearsal and performance process for everyone.
- ❖ Use the chain of command when reporting problems. Your section leader should be the first person you report to with issues. Reporting a minor conflict to the director is inappropriate and inefficient.
- ❖ Try to remain calm. Yelling only makes problems worse.
- ❖ It is often best to walk away from conflicts. Many problems are exacerbated by the normal stress of a rehearsal or performance; once you step away and have a chance to relax, you may realize that it wasn't such a big deal after all.
- ❖ Praise publicly – criticize privately.
- ❖ Remember that emotions are contagious!

*"Creativity without discipline is ugly.
Discipline without creativity is brutal,
but disciplined creativity is beautiful."
-Masami Kuni*

Perry Hall High School Gator Marching Band

Excuse Request Slip:

Student's name: JOE SHMOE

Section: MELLOPHONE

Grade: 10TH

Today's Date: AUGUST 15, 2017

I would like to request my absence be excused from the following performance:

Name of event: FOOTBALL GAME

Date of event: FRIDAY, SEPTEMBER 22, 2017

and for the following reason:

Excuse:

MY COUSIN IS GETTING MARRIED IN BORA BORA THAT DAY. I WILL BE OUT OF SCHOOL BOTH THURSDAY THE 15TH AND FRIDAY THE 16TH.

By signing below I recognize that I am submitting this excuse request at least 2 (two) weeks prior to the event, and that even though I am submitting this excuse request, my absence may not be excused.

Jordana Schmoie

AUGUST 15, 2017

Parent Signature

Date

Joseph Schmoie

AUGUST 15, 2017

Student Signature

Date

Excuse:

Approved

Denied

Reasoning: _____

Scott Engel

Director's Signature

AUGUST 20, 2017

Date

Parent/Guardian and Student Acknowledgement:

BY SIGNING BELOW, I ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND ALL OF THE CONDITIONS FOR ACCEPTANCE INTO THE PERRY HALL HIGH SCHOOL MARCHING BAND AND AGREE TO ABIDE BY ALL RULES AND PROCEDURES SET FORTH BY THE DIRECTOR. FAILURE TO FOLLOW THE RULES AND PROCEDURES MAY RESULT IN MY TERMINATION FROM THIS ENSEMBLE.

Student name (print): _____ Instrument: _____

Student signature: _____ Date: _____

Circle grade level: Freshmen Sophomore Junior Senior

Parent/Guardian name (print): _____

Parent/Guardian signature: _____ Date: _____

Parent/Guardian Contact information (this information is separate from your child's marching band registration as it will be provided to the Band Booster Organization so they can contact you directly about ways you can support the PHHS band program)

Home phone: _____ Cell phone: _____

E-mail: _____

RSVP for Friends/Family Show on August 4th at 6pm:

In order to make sure we have enough food, and we don't order too much, please indicate how many of your friends and family will be attending the show at Perry Hall High School.

_____ # of people attending

* Remove this last page, turn it in to the directors, and keep the rest of the handbook for yourself.