

2009

# Brush Arcs Marching Band Handbook



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## Charles F. Brush High School Bands

The Public Schools of South Euclid-Lyndhurst

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Members and Parents:

Welcome or welcome back to the Brush Arcs Band Family. The following pages that constitute the band handbook are designed to keep you informed about our procedures, guidelines, and expectations.

There is a great deal of pride in the BAMB family and the finished product is shown in our performances. Pride should also be taken in that we strive to be a "class act." In our effort to achieve this level of consistent performance and success we must work together to make our group the very best it can be.

Participation in marching band should not be overwhelming if proper time management skills are used. Please check your schedule for conflicts and attempt to arrange your schedule to ensure 100% participation in ALL marching band activities. Unlike other activities we cannot operate without all of our members. Each member who is absent or tardy creates a physical and psychological "hole" in our efforts.

As always, please feel free to contact me with questions or concerns. I look forward to working with you throughout the season.

Sincerely,

Brad Leyrer  
Director

**BRUSH MARCHING BAND ATTENDANCE AND GRADING PROCEDURE**  
**(Marching Band is the First Nine-Week Period)**

**Why bands require attendance:**

Every member's participation in band rehearsals and performances is vitally important to the overall success of the group. With even one member gone, the characteristics of the group are changed and the activity is less than it could have been. We require attendance and participation for several reasons:

1. It is impossible for students to "make up" missed activities.
2. Band is graded, class for academic credit. The method of assessment of student achievement is based on the student performing on his/her instrument. (Obviously a student who is not present cannot be evaluated).
3. Missing activities (especially rehearsals) often results in student under-achievement due to the student simply having missed necessary information and instruction.

**How Grades are Determined**

Each student's grade during marching band season is determined by the following three criteria:

- 1) Responsibility to the Band  
*Are you where you need to be, with what you should have, at the correct time?*  
*Is your uniform cleaned and pressed?*
- 2) Testing of marching band music by memory
- 3) Marching proficiency and execution
- 4) A cooperative attitude and spirit  
*Do you follow directions?*  
*Do you respect yourself and those around you?*

**Band Attendance Policy**

- 1) All members are required to attend all rehearsals and performances.  
\*Participation in rehearsals and performances is an important factor in determining each student's grade in band.
- 2) The following circumstances are the only ones that will constitute an excused absence:
  - a) Death, wedding, or religious event in the immediate family
  - b) Student's own serious illness or injury
  - c) Unavoidable school activity-however, you **MUST** let the director know immediately when you learn of a school conflict.
  - d) \*All absences must be excused by the director. Do not assume anything is excused.

- 3) All conflicts **MUST** be reported to the director ahead of time! Telling the director is not considered ample notice. A note including the reason of the absence and a parent signature must be presented one week in advance of the potential absence in order for an absence to be excused. The only exception is when a student becomes ill shortly before the practice. In this case, the parent should call the band room and notify the director of the absence.
- 4) Conflicts with work and vacations **DO NOT** necessarily constitute an excused absence. The parent should speak with the director to clarify this. Students have been given a schedule in advance. Students should take the responsibility to ask their employer for dates off. If an employer is unwilling to excuse you for this **GRADED CLASS** (and **YOU** have given them sufficient notice). Mr. Leyrer will write a letter to you employer asking for their cooperation in scheduling around the band schedule.
- 5) Students missing a rehearsal or performance due to an unexcused absence will have a zero for that activity entered into the grade book and averaged into their final grade.
- 6) **EVENING REHEARSALS ARE NOT TO BE MISSED!** The band will rehearse every week (usually on Thursdays) during the season from 6-9 P.M. Please check the calendar to confirm dates. If a student misses a weeknight rehearsal due to an unexcused absence, there is a good chance he or she will not be marching the half-time show on Friday night! In addition, a grade of "zero" will be entered into the grade book.
- 7) Plan ahead- try not to schedule doctor's appointments during band time. Also, plan ahead for transportation to rehearsals and performances. Never stay home because you don't have a ride. Call if you need help!

### **Tardy Policy**

Tardiness to August rehearsals and Thursday nights can be a serious problem, and a policy has been developed to discourage lateness. The policy is as follows:

1. Legitimate excuses (car breaking down, physical illness, etc.) will be considered if explained in a note written by and signed by the parent.
2. Tardiness to evening rehearsals may result in a school or teacher assigned detention.
3. Excessive tardies may make a student ineligible to march and/or travel with the band.

### **Detention Policy**

Students will be assigned detentions and extended days in accordance with school policy as listed in each student's school planner.

## **BAND MUSIC TESTING PROCEDURE**

All students will be required to test assigned music during the fall marching band season. Testing will be done during sectional time, after school, before school, and other designated or specially arranged times. Here are the guidelines:

- 1) Testing assignments will be made at least one week in advance and all music will be covered thoroughly in sectionals and full band before students are required to test it. **\*\*IF YOU NEED ADDITIONAL HELP PLEASE SEE LEADERSHIP MEMBERS AND/OR THE DIRECTORS BEFORE YOUR TESTING DEADLINE. WE CAN HELP!**
- 2) A final date will be given for a specific piece to be tested by memory. Although students have unlimited time to test a piece, after the final testing date the highest grade that can be achieved is a “B”
- 3) Each student will receive a grade for the assigned music at the time of the test. You may have to test on a piece a second time in order to remedy mistakes from the first testing. This will not negatively affect your grade. .
- 5) **PLEASE MAKE SURE YOU ARE READY TO TEST ON TIME.** Many students elect to test ahead of time, and this saves time for everyone concerned. Feel free to make an appointment with a director if you want to finish your testing early.
- 6) All music must be tested by memory in order for a student to participate in a performance.

## **MARCHING PROFICIENCY TESTING**

Throughout training week and band camp students will be observed by the band directors. Students not meeting marching standards may be “benched” for the first game.

**Failure to have music tested or failure of marching proficiency by the date of a performance WILL result in the student not being permitted to march.**

## REHEARSAL GUIDELINES

- 1) All members must arrive at rehearsals at least ten minutes early in order to be seated on time. Students who are not in their seats at the appointed time will be subject to the consequences stated in the tardy policy.
- 2) All students must be quiet and listen carefully for announcements or instructions given by the director.
- 3) Students must have music on hand for ALL indoor rehearsals and sectionals. Memorization of music does NOT eradicate the need of having music in rehearsals.
- 4) Students are to have charts on hand for all outdoor rehearsals. Even weeks after a drill is learned, adjustments need to be made in the formations. Each student is responsible for knowing his or her own positions throughout the drills.
- 5) Students will NOT be insubordinate to any directors or counselors. All people are to be treated with respect. Failure to comply with this rule will result in an immediate office referral.
- 6) Drill rehearsal procedure is as follows: When the drill stops, students will: 1) Freeze and listen to directions given by director, 2) listen to directions given by leadership, 3) make adjustments accordingly. ALWAYS FREEZE immediately upon stopping drill on the field.
- 7) Horseplay on the field during a rehearsal will result in two detentions for the first offense. Second offense: the student will be taken out of the rehearsal and, possibly, the subsequent performance.
- 8) NO GUM.
- 9) NO HACKING (no individual playing).
- 10) Remember, you will decide how you feel at each rehearsal. Your own attitude determines your own level of comfort and satisfaction with any activity.

## UNIFORM CARE

Please remember that each uniform costs several hundred dollars and that students and parents are responsible for the uniform throughout the year. Parents, PLEASE BE AWARE OF WHERE YOUR CHILD'S UNIFORM IS. Here are several vital concepts and several specific details regarding the care and wearing of the band uniforms:

1. All band members must be in full uniform at all times while at a performance or performance site. Coats are to be worn and are not to be worn unbuttoned. Simply put: Wear the ENTIRE uniform or do not wear it at all. Penalty for failure to comply is: first offense, warning, second offense, detention.
2. HANG YOUR UNIFORM ON A HANGER AND TAKE IT HOME AFTER EACH PERFORMANCE. Do not leave your uniform at school or in your car!! Hang your pants correctly - lining up the creases so the pants lay neatly on the hanger. A sloppy uniform found will result in at least one detention.
3. Be sure you know where your shoes, spats, gloves, and hat are before and after each performance. You are responsible for replacing any lost items. NOTE. 15 minutes before pre-game is not the best time to ask for a replacement pair of gloves! PLAN AHEAD.
4. Bring a change of clothes and change completely out of your uniform after each performance.
5. Do not eat or drink in uniform unless given permission by the director! Water is always acceptable.
6. DELIBERATE MISTREATMENT OF A UNIFORM (throwing hats, throwing a uniform into a heap in a band locker, etc.) WILL RESULT IN A WARNING, THEN IMMEDIATE OFFICE REFERRAL IF SEEN A SECOND TIME BY ANY DIRECTOR OR CHAPERONE!

DRY CLEANING: Each member pays a cleaning/maintenance fee of \$20.00 to cover the initial cleaning and most repairs for the year. The student is responsible for providing additional dry-cleaning required to keep the uniform clean and pressed for each performance.

IRONING: Keeping the uniform in good condition requires weekly maintenance. Shoes must be shined, gloves cleaned, and uniform pressed before each performance. \*\*Applying an iron directly to the uniform will cause the material to become shiny-please use a cloth between the iron and the uniform when pressing the uniform.

INSPECTION: Each student must go through inspection IMMEDIATELY UPON ARRIVAL for each performance. Members will be inspected for clean pressed uniform, polished shoes, clean hat, and clean white spats and gloves. Students with wrinkled, dirty, or incomplete uniforms will have points deducted and may not be permitted to perform.

## SOME SPECIFICS ABOUT UNIFORM PARTS

**The uniform is made of wool, do not attempt to wash or dry in your home machine!**

COAT: The coat should be long enough to accommodate plenty of movement and several layers of clothing. The sleeves should cut across the back of the hand just below the wrist. Sleeves may be hemmed, but **DO NOT CUT ANY MATERIAL FROM THE UNIFORM!!** Always wear a shirt beneath your uniform to absorb perspiration. Fold collars down, roll sleeves up, and tuck in your shirt so that shirts are not visible beneath the uniform. Hang your uniform and allow it to air out after each performance.

PANTS: Pants should hang approximately three inches from the ground so that they touch the top of the shoes with no break in the crease. Each member is responsible for the hemming of his or her own pants. If this is a problem, let us know- we have parents that can hem pants. **AGAIN, DO NOT CUT ANY MATERIAL FROM THE UNIFORM!!** Acceptable garments to wear under the pants include: shorts, stretch pants, and jogging pants (**NO JEANS OR CARGO PANTS**).

HAT/HAIR: The hat is worn forward over the eyes so that the brim is two finger widths above the bridge of the nose. Sousaphone players and percussionists wear berets, which are purchased from the band. All members wear their hair inside the hat above the collar using rubber bands and pins as needed.

SHOES/SPATS/GLOVES: These are all purchased through the band unless appropriate shoes were provided by the student. Shoes must be polished for each performance. Spats can be cleaned with Soft Scrub or put in the washer, and gloves must be washed each week and replaced when they are no longer white. Flute and clarinet players must cut the fingertips off of the gloves.

SUMMER UNIFORM: The summer uniform consists of a Brush Band T-Shirt, tan shorts, white socks, and white or mostly white shoes.

### UNIFORM COSTS:

|           |          |
|-----------|----------|
| PANTS:    | \$128.00 |
| COAT:     | \$292.00 |
| RAINCOAT: | \$70.00  |
| HAT:      | \$58.00  |

Uniforms are property of the South Euclid-Lyndhurst City Schools. Students who abuse their uniforms or return them in a condition that necessitates repair or replacement will have those costs assessed to their school fees.

## **PERFORMANCE PROCEDURES AND GUIDELINES**

In this section you should find all the information needed to be ready for each performance of this season. The procedures outlined below enable us to work together efficiently throughout the day/evening of a performance.

\*Please keep these guidelines foremost in mind whenever performing with the Brush Band.

1. You are part of the performance, not part of the audience from the time you get out of your car at Brush until after you leave the band room after the game. We must all exhibit a disciplined level of conduct whenever we are appearing in public.
2. You must be in full uniform at all times during a performance or at a performance site without exception.
3. We will always meet together as a group in the band room regardless of weather conditions. Any decisions regarding the weather will be made and announced to the entire group in the band room.
4. Times will be determined by the distance of the trip and will be posted at least one week in advance.
5. Students in the band are to remain seated throughout the game. Playing or cheering are the only reasons in which a student should be standing. If this becomes a chronic problem for a student, he or she will receive a warning and possibly, detentions.
6. The decision as to whether 3<sup>rd</sup> quarter will be free is at the discretion of the director. This determination will be made on a game-by-game basis.
7. Band members will not chew gum at any time while part of a performance. This includes warm-up time and time in the stands. If this becomes a chronic problem for a student, he or she will receive a warning and possibly, detentions.
8. During the Groove, band members will march with appropriate posture and will not talk. There can never be any horseplay, yelling, or other behavior that will reflect negatively on the band. You are NOT there to draw attention to yourself as an individual! If this becomes a problem for a student, he or she will receive a warning and possibly, detentions.

9. There can be NO HORSEPLAY or undignified activity at ANY TIME from the minute you walk into the band room to prepare for warm-up until you leave the band room after the band returns from a performance!! First offense: detention, second offense: a call home and possible removal from performance.

10. INSUBORDINATION will not be tolerated! Swearing, refusal to cooperate, or rudeness to any director or chaperone will result in an immediate office referral!

11. There will be no switching of instruments at any time unless permission is given by a director.

12. A student presenting consistent problems can be taken out of a performance without notice.

13. NOTE: At band shows and festivals it is customary to SIT AND LISTEN to the other bands perform. DO NOT TALK during these performances. DO NOT get up and move around. You must stay in your sections and watch the other bands perform.

14. While at away games, please be respectful when the home band is playing the National Anthem. During this time there is to be no talking.

**Violation of any rule or procedure can result in loss of privileges and/or school discipline (detention/extended day/office referral). These can include losing the privilege of traveling with the band.**

## BUS CONDUCT

### All South Euclid-Lyndhurst City Schools bus conduct rules/procedures are in effect during our time on the bus.

1. All students will have the opportunity to sign up for busses and must ride the bus in which they are assigned.
2. Please leave seats open in the front of the bus for chaperones.
3. **LOUD NOISES WILL NOT BE TOLERATED!!** No yelling or squealing. If this becomes a consistent problem, chaperones will move to sit by the responsible parties for the remainder of the trip. Students will follow the directions of the driver and chaperones with no questions asked.
4. Talk to the people next to you. Do not try to carry on a conversation with people across the bus.
5. **IT IS A STATE LAW THAT THERE MUST BE COMPLETE SILENCE AT ALL RAILROAD CROSSINGS.**
6. Keep your head, arms, and legs inside the bus at all times.
7. Stay in your seat while the bus is moving. Do not switch seats or sit up on your knees to talk to people behind you. Do not lean out into the aisle.
8. Do not throw anything inside the bus or out the windows. Do not leave any trash on the floor.
9. Do not take food, beverages, or gum on the bus.
10. **MUSIC** - Walkmans are the only electronics permitted on the bus. **SINGING** is appropriate in the **CHOIR** or in the **SHOWER**, but do not contribute to safety and peace of mind on the bus.
11. Offensive language within the bus or out the windows will not be tolerated.
12. Chaperones represent the directors and have the responsibility to supervise and correct student conduct. Students will follow all requests from chaperones; and extend them consistent courtesy and respect. The bus driver has the ultimate responsibility and authority on any bus.

## CONDUCT IN THE STANDS

ALWAYS KEEP IN MIND THAT WE ARE OBSERVED AND EVALUATED BY THE PUBLIC DURING THE ENTIRE TIME WE ARE IN THE STADIUM. YOU ARE PART OF THE PERFORMANCE, NOT PART OF THE AUDIENCE.

1. The band will sit together in the stands. Do not feel free to get up and walk around or change seats.
2. Only band members, staff, and chaperones are permitted to sit with the band. Do not invite friends or visitors to join you, and tell people who invite themselves that they cannot sit with us.
3. A seating chart will be made and presented before the first game.
4. Remember that we are "ON ALERT" at all times and must be ready to play suddenly and with limited notice. Watch and listen for all instructions from the directors and always know what tune is up next. Pass the word!!
5. All members must remain in full uniform at all times with all uniform parts intact. **DO NOT UNBUTTON COAT AT ANY TIME IN PUBLIC!!** Keep your gloves and plume inside your hat. **DO NOT LEAVE YOUR HAT OR INSTRUMENT UNATTENDED**
6. Band members are not permitted to use the concessions stands or to eat or drink in the stands. Water will be provided.
7. We all conduct ourselves with more restraint during band appearances than we do during our own free time. **NO PDA!**
8. Using the restroom is a **PHYSIOLOGICAL** not a **SOCIAL** function. You will have the opportunity to use the restroom **BEFORE** we leave Brush and immediately upon arriving at a performance site. Please **WAIT** until all band members are seated before asking to go to the restroom. Chaperones **MUST** accompany students to the restrooms as a group following our performance. Students will **NOT** be released to go to the restrooms on their own.
9. Be certain that all drinking cups and any other trash is placed in the containers provided.
10. **NO HACKING - NO HACKING - NO HACKING!!!**