

WESTMOORE HIGH SCHOOL

Instrumental Music Department

Jaguar Band
Student Handbook
2009–2010

Philosophy

Music is a basic part of all civilized cultures. The individual who is capable of participating in a musical experience is able to enjoy this fundamental facet of life to the fullest extent. The Instrumental Music Department of Westmoore High School provides the opportunity for the student population to actively participate in the art of music. By providing a variety of opportunities for participation, the department strives to meet the needs of the student population on an elective basis. Through membership in the Jaguar Band, the student receives the necessary training, and the opportunity for application of their learned skills through public performance. The student also gains a life long skill and an understanding of the commitment necessary to present a quality musical performance. With this skill and understanding the individual attains an insight into a part of their civilized existence that ultimately enriches their standard of living.

Mission Statement

The mission of the music department is to develop the skills necessary to become capable and intelligent performers, creators, and consumers of music and to develop individual talent to the highest potential.

Student Responsibilities

As a member of the Jaguar Band you are a member of one of the schools largest, most respected and important organizations. As with any fine organization, the success of the band depends on the pride, loyalty, and cooperation of all of its members.

How does a band member show pride, loyalty, and cooperation toward his organization? First, by making up his/her mind to be a proud and worthy member; second, by giving the organization all he/she possesses in attention, interest, and effort; and third, by observing certain rules which are a necessary part of any team effort. Only when every member cooperates can a band achieve the place it deserves as the voice of the school. At all functions students conduct is expected to reflect quiet, orderly, and courteous behavior. It is your responsibility to hold your behavior above reproach. As a member of *The Pride of Westmoore* your conduct should be a credit to your band, school, and community. A good general rule for Jaguar Band Members is: BE AT THE RIGHT PLACE, AT THE RIGHT TIME, WITH THE RIGHT EQUIPMENT, WITH THE RIGHT ATTITUDE, READY TO CONCENTRATE AND WORK!

Membership

Membership in the Jaguar Band is open to students in grades 9 through 12 with previous experience at the junior high level and/or approval of the director. The organization performs at Westmoore football games, marching contests, basketball games, concerts, and selected concert contests. The band also participates in out of state competition as scheduled by the directors. Participation in the organization represents the application of all of the skills learned through membership in the other organizations in the Westmoore Band Program. Students experience a variety of musical styles and performance opportunities, furthering their development as instrumental musicians.

Attendance Requirements

Rehearsals

Marching band rehearsals are scheduled after regular school hours during the week from 3:15-5:30 PM on Monday and Tuesday. Wednesday rehearsals will be from 3:15-4:30PM. Thursday rehearsals will be from 6:00 - 9:00 PM. After-school marching rehearsals will last until our last contest of the marching season. We will also rehearse on some Saturdays. Please refer to your band calendar for other scheduled rehearsals. The rehearsal schedule is announced by the directors well in advance to allow for the students to arrange their schedules to accommodate the extra time. Please schedule dental and doctor appointments so as not to conflict with band rehearsals whenever possible. During concert season each section will have extra rehearsals before or after school when they are necessary. These are required rehearsals as explained in your Westmoore High School Manual, and will be treated accordingly.

Performances

Band is a group activity that demands dependability of the membership. Each student relies on fellow band members to do their part in presenting a performance that has taken many hours to prepare. Failure by one student to be there weakens the total performance and deprives the other students of the most exciting musical performance they could have. Performances are the culmination of class activities and thus are treated as tests to demonstrate playing skills, build self-confidence and to develop correct performance deportment. Therefore, a student jeopardizes membership rights should

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they miss a performance. Performance grades cannot be made up later; therefore public performances are mandatory unless deemed non-mandatory by the director.

In case of illness or family emergency, please contact the band office as soon as possible. Please read the Westmoore High School Student Handbook for more information on attendance policies.

Tardiness

Being late for a rehearsal or a performance must be excused on the day of the tardy in order to be excused at all. Reasons for tardiness will be considered individually by the director, and he will determine whether or not the tardy is to be excused. The director will consider all absences and tardies on an individual basis, and it will be solely his decision as to whether they are excused or unexcused. Such decisions will not set a precedent and will in no way be binding on future decisions.

Academic Eligibility

All students must meet criteria for academic eligibility as set by the Oklahoma Secondary Schools Activities Association. A student must be passing all classes he/she is enrolled in to be eligible to participate in performances. The first week a student is failing in a subject he/she will be on probation for the following week. During this week they may continue to perform with the band. However, if they are not passing at the end of the week of probation or are failing in another class they become ineligible to perform with the band.

Grading Policy

Each student is expected to make a minimum amount of progress each year in the Westmoore Band Program. Band students will be given special assignments tailored to their musical needs to insure continued musical growth through their years in high school.

The major determining factors that effect grades are attendance, preparation of assignments, cooperation, daily rehearsal effort and participation, rhythm/counting grades, marching grades, playing assignments/chair auditions, and assigned written work or exams.

Both the grading system and the award system of the Westmoore Band Program are designed to encourage continued musical growth. An unexcused absence from a rehearsal will lower the participation grade one letter. An unexcused absence from a performance will lower the overall grade one letter.

General Band Fees

General Band Fees pay for things such as charter bus transportation to contests, drinks for football games and contests, gloves and uniform maintenance. Students will be allowed to apply fund raising money to these fees. A specific payment schedule will be announced at the *August Band Camp*. Specific problems with fees should be communicated to Mr. Westbrook as soon as possible.

Marching Band Procedures

Due to our performance schedule and the limited rehearsal time, it is necessary that certain procedures be followed to ensure the highest level of performance.

1. During marching season all after-school rehearsals must start on time. A good rule is to be ten minutes ahead of schedule. Make sure you allow time to walk to the practice field and prepare for rehearsal.
2. Everyone must have the proper equipment for each rehearsal. This includes instrument, music, pencil, drill book and/or drill charts.
3. Come prepared for cold, rain or any other uncomfortable weather condition. Rehearsal will start on the practice field every day except when it is raining at the beginning of rehearsal.

Game Procedures

Members of the Jaguar Marching Band will be expected to follow the following game procedures. Remember to show your PRIDE in the Jaguar Band at all times while in uniform.

1. Each person is responsible for his/her equipment at all times.

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2. Be in full uniform at all times. No earrings or caps are to be worn with the uniform. Only natural hair colors will be allowed.
3. Students will remain in the stands until permission is given to leave.
4. Students will be excused by a director to go with a sponsor to the restroom during the game.
5. Sit in assigned seats and do not move about the band during the game.
6. No food, gum or drink is allowed in the stands.
7. Play your very best each time the group performs and do not play your instrument at any time the band is not playing.
8. Percussionists are only to play with the full band or as a section on an organized cadence or feature.
9. No one except band personnel is allowed in the band section. Former band students or special visitors are sometimes exceptions, but only by special permission from the director.
10. Watch the director at all times when he/she is standing in front of the band. Watch closely for cutoffs in the music, as the band will sometimes stop playing when play is resumed on the field.
11. File orderly from the stands to the assembling point before the half-time show. Do not play instruments in transit.
12. Group cheers are acceptable, but "off color" or un-sportsmanlike cheers will not be tolerated.
13. Do not make discourteous remarks to visiting bands, peers, and other students. Remember that you represent Westmoore High School.
14. Upon arrival back at WHS, students will return uniforms and put away equipment.
15. In performances during cold weather, students are allowed to wear a jacket over their uniform coat. Any additional gloves, scarves, or head covering must reflect the school colors and are subject to approval by the director and school district guidelines regarding appropriate attire.

Alternate Marching Positions

Positions in the field show are determined by weekly playing and marching grades. Marching ability as well as performance and memorization of show music are factors. The evaluation process begins during pre-school band camp. Past academic history is sometimes a factor if a student has had a history of academic ineligibility. Every effort is made to have as many students as possible on the field for competitive events.

Marching Band Competitions

The Jaguar Marching Band has a long history of excellence in marching. The band attends numerous competitions during marching season. Most of these contests are "all-day" events. Usually they involve a preliminary performance in the afternoon and a final performance in the evening. Please refer to the events calendar for specific information.

Drum Major

The drum majors assume leadership rolls in all marching performances of the Jaguar Marching Band. This position is awarded to the individual, or individuals, who demonstrate the best ability during an audition, held each spring.

Colorguard

Members of the colorguard are selected by competitive auditions during the spring of each year. Colorguard is open to students not enrolled in band.

Basketball Pep Band

During the winter months the Jaguar Band is called on to perform at WHS basketball games. The band will be divided into two separate pep bands that will play at home games only. Participation is mandatory. Bands are prohibited by the Oklahoma Secondary Schools Activities Association from playing at play-off games.

Uniforms

Marching Uniform

The Jaguar Marching Band uniform consists of one piece bibber pants, jacket, gauntlets, hat, black gloves, black socks, and black shoes. The bibber pants, jacket, gauntlets, hat are provided by the band. Two pairs of gloves will be provided by the band and the cost will be included in the *General Band Fees*. The black band shoes must be ordered in August at a cost of approximately \$37. More information on ordering shoes will be available during *August Band Camp*.

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Each student will need to purchase a garment bag to transport the uniform during trips. Additional information concerning Westmoore garment bags will be available at the *August Band Camp*.

Due to extremely hot weather in August and September the Jaguar Band will utilize a "warm weather uniform". This will consist of a red polo shirt and khaki pants, white socks and white tennis shoes. The shirts will be ordered by the band staff and the price included in the General Band Fee. The khaki pants (Dockers will do-cargo pants are unacceptable) can be purchased at most department stores.

Concert Uniform

Concert attire for girls is a floor length, black, long sleeve dress. Information is available in the Band Office. The approximate cost will be \$40.00-\$80.00. You will also need to pair of dress black shoes. Please check the Jaguar Band Booster website for more information www.westmooreband.com.

Concert attire for boys is black tuxedo pants, white tuxedo shirt, black bow tie, black dress shoes, and black tuxedo coat. The tuxedo coat is provided by the band. The approximate cost for the remainder of uniform is \$50.00-\$80.00.

Behavior in Uniform

It should be considered the highest honor to be allowed to wear the uniform of your organization. While in uniform you are easily identified as part of the Pride of Westmoore. Your behavior is identified with our school and community. While in uniform, make sure your behavior is above reproach. Students are responsible for damage to uniforms from inappropriate behavior.

When the uniform is to be worn it should be worn correctly and completely. Hats should not be worn backwards and jackets should always be zipped. Baseball caps are not to be worn while in uniform. Should there be a time when you are allowed to take your jacket off the director will let you know when you may take it off and what is to be done with your jacket. Never assume it is okay to remove part of your uniform. Your *Show T-shirt* is to be worn under the uniform coat at all times. Hair longer than collar length must be tucked into the hat. Earrings, jewelry, face paint, colored hair, etc., are not to be worn while in uniform.

Transportation

The school district provides transportation for all band students to authorized out-of-town events. Each student must have a Transportation Release on file at the band room. All students are required to ride the buses provided by the district to and from the event. Students may ride home from events only with their own parents. Teachers do not have the authority to release students to anyone other than their parents. The students will be chaperoned by adults on each bus and are expected to follow the rules of the district concerning rider conduct. Students who fail to follow those rules will be subject to disciplinary action. Please read and be familiar with the following:

Bus Rules

1. Screaming, loud talking, singing and other disruptive sounds will not be tolerated.
2. You are expected to sit facing forward for the duration of the trip. Please do not stick your hands or head out the window.
3. Radios and tape players will be allowed only with headphones. If you take one you assume the risk for any damage or loss.
4. Percussionists, tuba players, and loading crew will exit the bus first in order to get their equipment out of the way first.
5. Drum sticks and mallets should be packed with the equipment and not carried onto the bus.
6. Food and drink are not allowed on the bus unless the director has approved it before the buses are boarded.
8. The equipment truck will be loaded and unloaded by the loading crew. Members of the loading crew are the only students that have permission to be in the equipment truck. While loading and unloading do not crowd around the truck. Make sure that YOU place YOUR instrument in the proper location to be loaded. Do not ask anyone else to take your instrument for you. At the conclusion of the trip make sure you pick-up your instrument. Do not expect the loading crew to take it into the band room.
9. The emergency exit of a bus is for emergencies only. Never go out the emergency door unless it is an emergency.

School-Owned Instruments

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The Moore School District owns a limited number of the larger, more expensive instruments. Instruments furnished by the school are French horn, euphonium, tuba, oboe, bassoon, bass clarinet, and tenor and baritone saxophone. Students using school owned instruments are required to pay a maintenance/repair fee of \$30 per year. Students will be for major repairs that occur as the result of accident or abuse during the course of the school year. *A USE AGREEMENT FORM* signed by the parent stipulates responsibility for repair or loss of the instrument.

Insurance Suggestions

The music staff makes every effort to impress on students the value of their instrument and its proper care. To guard against damage or loss through theft or negligence, we offer these suggestions:

1. Find and use a safe place in the home to store the instrument away from siblings.
2. Keep a record of your instrument including make, model, and serial number and identifying marks.
3. Check your homeowner's insurance policy to determine if musical instruments are covered when they are away from home.

Instrument Storage

Students should take their instruments home with them at the conclusion of each school day. Without adequate practice on the part of each student outside of class, their musical growth is hindered. Aside from the concern for individual improvement, security of any instrument left overnight in a school building cannot be guaranteed. Moore Public Schools assumes no responsibility for any individual's instrument left overnight in a school facility.

Emergency Medical Form

Each band member must turn complete and submit the *Emergency Medical Form* before the first football game or trip of the year. This form can be downloaded from www.mooreschools.com/88992091123148483/site/default.asp.

Marching Band Camp

The marching season begins for all students at the *Marching Band Camp* in August. The *Marching Band Camp* is very important to the success of the Jaguar Marching Band and attendance is required of all members. Please refer to the Band Events Calendar for an exact rehearsal schedule.

Important August Marching Band Camp Information

1. Wear cool, comfortable, easy-to-move-in clothes and tennis shoes (no sandals). Your clothing can get dirty so it is not advisable to wear your best clothes. Colorguard members are not allowed to wear jeans or denim shorts or shirts. They greatly inhibit movement.
2. Hats are very useful during Band Camp. One lesson that almost everyone learns during their first camp is that your head can burn and peel if not protected.
3. Sun block! Everyone burns differently, so be prepared to protect yourself. Put sun block on in the morning and reapply later in the day.
4. Water is a necessity. Be sure to drink water during breaks. Most people bring water jugs or a Coleman-type thermos. Make sure you bring your own water. Do not depend on someone else.
5. Lunch. Make plans to leave campus for lunch. You will need a break.
6. Equipment. Don't forget to bring your instrument, music, flag, etc. If you don't have an instrument, you should get in contact with Mr. Westbrook at 735-4809. Colorguard equipment will be passed out during Band Camp, but if you have a flag from an earlier rehearsal, make sure you bring it.

Concert Season

After the completion of marching season, concert season begins. The Westmoore Wind Ensemble and Symphonic Band give many exciting concerts during the winter and spring. Concert season is a great opportunity to excel on your instrument by being involved in solo/ensemble contest, honor band auditions and private lessons.

Auditions and Challenges

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At the beginning of concert season, everyone auditions for chair placement in his or her respective band. Westmoore has two highly successful concert bands, Wind Ensemble and Symphonic Band. The most advanced and experienced musicians are placed in the Wind Ensemble. Students have the opportunity to challenge the person ahead of them for their chair. Challenges will be suspended two weeks before a concert or contest. Students who wish to challenge another student must submit a Challenge Form to the band office. A director will complete the challenge form by assigning challenge material and a date on which the challenge must be played. Failure to arrive at the specified time and place for the challenge will result in forfeiture of the challenge. Challenge material will be posted in the fall and the director will pick the precise material to be played.

Honor Band Auditions and Participation

All-OMEA/CODA auditions are held at Edmond Santa Fe High School on the first Saturday in November. This is a combined audition of the Central Oklahoma Directors Association and the Oklahoma Music Educators Association. Sophomores, juniors and senior students will know by the end of the audition if they qualified to pass on to OMEA Second Round Auditions and/or if they were selected to one of the CODA Honor Bands. The cost associated with these auditions is as follows: NCDA Honor Band Audition Fee - \$7 and OMEA All-State Honor Band Audition Fee - \$15. Second Round auditions will be held on Saturday, December 1 at Westmoore High School. Band members who are chosen for the CODA Band must attend the two-day clinic in January. The concert by the CODA Honor Bands will be held on Saturday afternoon. Students that are selected to the OMEA All-State Honor Band will attend the All-State Band Clinic in Tulsa in January. The cost for participation in this event is approximately \$50. Check the Events Calendar for specific dates and deadlines.

Solo and Ensemble Contest

Solo & ensemble contest is open to all band students. Students may play a solo or participate in an ensemble. Typically music performed at solo & ensemble contest could be classified as Chamber Music. This is a great opportunity for each and every student to further their musical education by performing Chamber Music. This type of music fosters musical independence and confidence not typically gained by performing in a concert ensemble. Specific fees associated with participation in solo & ensemble contest will be announced at a later date.

Private Lessons

Private music lessons are ESSENTIAL for all band students. One of the main reasons that our bands are so successful is that a high percentage of students take private lessons. Average cost is \$15 per 30 minutes. Wind Ensemble members are expected to take private lessons.

Letter Awards

Letter awards are presented at the annual Band Awards Banquet. First year letterman receive a chenille letter and a certificate. Second, Third and fourth year lettermen will receive a gold bar to be placed on the chenille letter. To receive a Letter Award a student must:

1. Be a member of the Westmoore High School Band for the entire academic year.
2. The student must have no unexcused absences from a required rehearsal, sectional or performance. An unexcused absence will automatically disqualify a student from lettering or receiving awards. This includes participation in Colorguard, and Jazz Ensemble.
3. Must participate in the Westmoore Marching Band.
4. Must audition for CODA and OMEA Honor Bands and participate in the clinics if chosen.
5. Must participate in District OSSAA Solo/Ensemble Contest and State Solo/Ensemble if you qualify.

Band Awards Banquet

The Jaguar Band Awards Banquet is held each year in May for the purpose of celebrating the accomplishments of the Jaguar Bands and their members. The dinner typically includes a senior tribute, presentation of awards as outlined in the handbook and the announcement of the band officers and drum majors for the following year, etc. All high school band students and parents are invited to attend. All details will be announced during the second semester.

Fundraising Policies

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A great deal of fundraising money is processed through the band program Activity Account. Fundraising money will be used specifically for the General Band Fee. Each fundraiser will have a set amount of the total that will be the amount the student earns. Profit margin for each fund raiser will be announced at the beginning of each fund drive.

To keep your accounts current and to be more efficient in the Band Office, it is crucial that we follow a few important guidelines when turning in fundraising products and money.

1. All money must be placed inside a fundraising envelope. Fundraising envelopes are available in the Band Office. It is recommended that all money be turned in the form of money orders, checks or cash. Coins must be rolled.
2. It is recommended that all money be turned in the form of money orders or checks. If you submit cash all Coins must be rolled. If the money enclosed is for more than one fundraiser, it must be clearly stated on the envelope.
3. Use a separate envelope for each fundraiser.
4. Students leaving the program cannot be reimbursed.
5. All fund raising money must be submitted within ten days of completion of the fundraiser.

Contact Information

Contact information for Westmoore Band staff and Westmoore Band Booster Officers can be found on the one of the following websites:

Westmoore Band	www.mooreschools.com/88992091123148483/site/default.asp
Westmoore Band Boosters	www.westmooreband.com

PROGRAM INFORMATION
WESTMOORE HIGH SCHOOL
JAGUAR BANDS
(Please return to the band office)

Please sign below to indicate that you have received and read the following documents/forms:

Jaguar Band Handbook
Band Fee Form

The following forms need to be filled out and returned to the band office as soon as possible.

Program Information (this page)
Emergency/Health Form

Date _____

Student's signature _____

Parent's signature _____