

FERNANDINA BEACH HIGH SCHOOL
BAND PROGRAM
2019-2020 HANDBOOK

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The information contained within this handbook details what is necessary of the student and his/her parent(s) or guardian(s), in order for the whole organization to be successful. We thank you for your participation in our organization. ***Go Pirates!!!!***

OUR MISSION . . .

Is to create lifelong lovers of music, through a rich and diverse musical performance program. We do this through hard work, discipline, community engagement, and character/team building exercises. The marching band is the face of our music program, but the symphonic band is the root of our success. The jazz band, winterguard, honor band and solo & ensemble opportunities are branches that build on that success.

IN SCHOOL CLASS REQUIREMENTS

All students who wish to participate in the after school Marching Band or Symphonic Band must be in a band class (color guard is exempt from this requirement). Students who are in a band class must participate in the FBHS Symphonic Band after school program. A student who is in the Mighty Marching Pirates *must* also be a member of the FBHS Symphonic Band. If the student withdraws from Symphonic Band after school, they will **not** be eligible for Marching Band that year or in the future.

MARCHING BAND

The marching band is the face of the FBHS band program. Students participating spend many hours practicing their craft. However, I have found it to be the time of year where students are most successful in their academics. Students understand the constraints on their time, and tend not to procrastinate as often during marching season. Marching band is also one of the most rewarding activities a student can choose to do. They will build bonds that will last a lifetime, they will learn what hard work turns into, and they will have a blast doing it all!

MARCHING BAND CAMP

MANDATORY MARCHING BAND CAMP FOR ALL BAND MEMBERS begins on Wednesday, July 24, 2019 and will run on the following schedule:

7/24 8am-5pm 7/25 8am-5pm 7/26 8am-5pm

7/29 1pm-9pm 7/30 1pm-9pm** 7/31 8am-5pm 8/1 8am-5pm 8/2 3pm-9pm

8/5 3pm-9pm 8/6 3pm-9pm 8/7 3pm-9pm***

**On Tuesday 7/30 the band will perform at Pirate Invasion(freshman orientation) 8am.

***On this day, we will have our annual band camp cookout, at roughly 6:30pm. More details will be given at the beginning of band camp.

Rehearsal times include water and snack breaks. It is very important for all Band members to hydrate properly at home before Band Camp so that they can better acclimate themselves to the heat. It is recommended that they eat a hearty breakfast before Band Camp, and that they avoid milk and overly sugary products. ALL band students are required to bring water, Gatorade, or PowerAde.

Students will break for lunch, at roughly noon and will be given 45 minutes. Freshman students are not allowed to leave campus at this time, unless accompanied by their parent/guardian. After lunch students will meet back in the band room for music rehearsal. We break for an extended snack break (about 30 minutes) between 2 and 3pm and spend the remainder of the day outside. All rehearsals will be on the FBHS campus, either in Robinson Band Hall or at the practice field by the gym. Inclement weather may change the planned location of rehearsal.

Your schedule should be planned to accommodate rehearsals and performances, not vice versa. pre-planned events are not an acceptable excuse. SAT and ACT testing should be scheduled before or after marching season.

MARCHING BAND REHEARSALS AND PERFORMANCES

The Mighty Marching Pirates perform at football games and local parades, determined by the Director. Additionally, the Band participates in marching band competitions and district evaluation. Band members **MUST BE PRESENT** at all rehearsals, performances, parades, games, and competitions. Failure to attend rehearsal may result in a student not being allowed to perform. Continued failure to attend rehearsal may result in removal from the program.

Summer music rehearsals will be held every Friday in June 10am-2pm. These music rehearsals will be conducted at the FBHS Band Room. Although these rehearsals are mandatory, for these four rehearsals if you are out of town, it will not be held against you.

Once school begins, the rehearsal schedule will be:

Mondays and Thursdays 4:30pm-6:30pm, Tuesdays will be sectionals 4pm-6pm, guard and percussion will have mandatory sectionals every Tuesday. Other sections may choose to have sectionals; if a section leader gives more than one week notice, the sectional IS mandatory.

Students are expected to stay at the band room after school (before practice begins) to do homework. If parents need to take students for an appointment they may, but must have students back in time to begin practice.

Time management is integral to the success of our program. A productive rehearsal is the product of 100% participation from all Band Members. Our calendar is posted on numerous platforms.

We understand that emergencies do arise. In the event of such an emergency, please notify the Director as soon as possible BEFORE the absence. A family death, or doctor verified illness are the only excused absences. Absences for other reasons may result in the loss of performance privileges.

Families in marching band are required to participate in fundraising activities throughout the year, detailed later in the handbook.

MARCHING BAND UNIFORMS

Fitting of marching band uniforms will begin during music practice in June. An addendum to this document will detail cost of rental/purchase for the uniform components.

Students will be financially responsible for any damage to the uniform that may occur over the course of the school year. Each student is responsible for his/her uniform from the moment that it is checked out until it is properly returned to the storage rack in the band room or the equipment trailer. The students will receive instructions regarding proper folding and storage of their uniform and accessories during band camp. If a student notices damage to the uniform, they should report it immediately to avoid penalties.

Student bibbers, marching shoes, band shirts, and gloves will be ordered prior to football season. Marching students will also need to purchase a pair of tall, over the calf, black socks, and knee-length black athletic shorts to wear under their bibber, not provided by the band.

Each student must have clean shoes and gloves for every performance. All long hair must be placed in a bun that will fit securely under the band member's hat. A plain wristwatch and one (1) pair of stud earrings are permissible. Body piercings that are visible must be replaced with a clear space maintainer or covered with a small Band-Aid. Any failure to follow these procedures will result in disciplinary actions by the Director.

STUDENT MULTI-ACTIVITY POLICY

This applies to Marching and Symphonic band; Jazz students may not split time with another activity. If you intend to participate in another school activity which conflicts with band, you must document that activities meeting times, and submit them, and a plan to accommodate both groups after school activities, to the band director for approval.

SYMPHONIC BAND

The symphonic band program is when we work heavily on growing our musical abilities, refining our fundamentals, and building our passion for music.

The Symphonic Band season picks up as soon as marching band season ends. One week off of rehearsals may be given, based on the demands of the winter concert season. The season will go all the way until graduation.

The fair share cost for every student in symphonic band is \$25, even if they were in marching band. This goes to help pay for paper, busses, solo & ensemble registration, and band registration fees etc. ***Symphonic band only families are required to participate in fundraising activities throughout the year, detailed later in the handbook.***

Rehearsals will be Tuesday and Thursday from 3:40-6:00 pm and are mandatory. Students in class will be graded based on participation in these rehearsals. Please see and understand the multi-activity policy.

The uniform for symphonic band will be a \$40 black dress chosen by the band director, or a \$20 black tux shirt. If you already have one you do not need to buy a new one.

Being a section leader in marching band does not guarantee that the student will be first chair in the symphonic band. First chair is based on the students playing ability first and their behavior second.

JAZZ BAND

The jazz band is an ensemble auditioned into by the band programs best musicians. The jazz band season begins near the end of marching season. There are several performances during the year, swing into spring and Shrimp festival are two guarantees every year. The fair share for jazz band is \$15. ***Families in jazz band are required to participate in fundraising activities throughout the year, detailed later in the handbook.***

WINTERGUARD

The Winterguard is an important branch of the FBHS band program. The guard instructional staff operates in a more autonomous manner over the winterguard program, but, ultimately all disciplinary decisions, rehearsal times, excusal of absences/tardy, etc.... rest with the band director. The guard instructional staff is there to provide training and guidance in proper technique and skills associated with the activity being performed at the highest ability level. There are fees associated with this activity as well, that will be finalized at a later time and will be invoiced accordingly. Parents and students are responsible for paying full balance for winterguard prior to the end of the winterguard season.

SCHEDULING CONFLICTS

Please do not schedule your student's doctor's appointments, specialist's appointments, or any other non-school related activity during rehearsals. One student's absence affects

the entire bands performance during a rehearsal. If this is unavoidable the STUDENT should notify the band director in writing or via email, text or in person. This applies to all bands at FBHS. Please avoid telling your student the morning of that they have an appointment that will require them to miss practice, this is the most common excuse I hear.

FUNDRAISERS

Group fundraising is necessary to supplement the expenses that are not covered by the fair share, or school/district. Additionally, the **MANDATORY** fundraisers listed below are a wonderful opportunity to enhance team building skills. They include the following:

Football Concession Stand (August-November)*;
Swing Into Spring (April)
Shrimp Festival Food Booth (May)

(*Students do not work in the concession stand; this is for parent/guardian volunteers only.)

Marching band parents/guardians are required to work three (3) shifts at the concession stand during marching season with two (2) shift times available. Approximate shift times are: 6:30 p.m. to 9:00 p.m.; and 8:00 p.m. to 10:30 p.m., but are subject to change as necessary. We are required to provide a list of scheduled volunteers for each shift/game at the ticket booth, so all concession parents **must check in there first** before proceeding to the concession stand. Families with multiple students are only required one set of 3 shifts.

If you are physically unable to work in the concession stand, you must provide the director with a doctor's statement, and you will be responsible for finding an acceptable, school board approved family member, neighbor, and/or friend to work in your place.

The concession stand is the primary source of income for the marching band program. Each shift adds a value of \$50.00 to your fair share, and each family will be invoiced for the 2019 marching season in the amount of \$150.00 to reflect this. This invoice can be satisfied by working in the concession stand. If you choose to opt out, you must pay the \$150 concession stand fee by the first home football game. Failure to do so will prevent your student from going on band trips.

The Shrimp Festival booth is a major fundraiser for the entire band program. Therefore, it is **mandatory** for all band members AND a parent or adult member of his/her family to participate by working five (5) hours each over the course of Shrimp Festival weekend. For this school year, Shrimp Festival will be held on May 1-3. Between setting up, tearing down, and working in the booth proper, there are many different opportunities for each family to meet their participation quota. Because this fundraiser is so important to the financial success of our band program, a fee of \$100 will be assessed to each band member AND family member who does not fulfill their participation obligations.

All volunteers **MUST** provide a Volunteer Application Form to the school and **MUST BE** approved by the Nassau County School Board before volunteering in any way with the band. Please be aware that Volunteer Forms **MUST** be submitted to the school by July 24, 2019 in order to be approved by the Nassau County School Board before the school year starts.

Our Swing Into Spring concert is a major fundraiser for the band program, featuring the jazz band. It is typically held in April. It is required that **all** band students assist with Swing into Spring by selling at least 2 tickets to the event, and bringing items for a themed basket for the auction.

The Volunteer Coordinator will provide sign-up sheets for upcoming events at the monthly band parent meetings. Sign-up sheets for events in which students are to participate will be available at BPA meetings and posted on the bulletin board outside of Mr. Odom's office. A family's failure to participate in the above-referenced, mandatory, group fundraisers will result in fines and/or revocation of scholarship funds. These families will also be unable to attend the band banquet.

Failure to work/pay the additional fair share for concessions, work the required shrimp festival shifts, or sell tickets/help with the auction for swing into spring will result in the family being unable to attend our free band banquet at the end of the year, as well as being unable to attend non-performing trips.

Each year the Band Parent Association provides individual fundraising opportunities that are designed to help the students earn money to supplement the individual band fees. Individual fundraising ideas and suggestions are welcome from all members of our Band family. Please contact a board member with your thoughts and, particularly, if you would be willing to run a fundraising event. All fundraising efforts are mandatory for students on scholarship.

All fundraising payment deadlines will be strictly enforced.

CONDUCT AND DISCIPLINE

All members will adhere to the current Rules and Regulations of the Fernandina Beach High School Student Handbook. In addition, the Director expects all members to conduct themselves as young, respectful adults

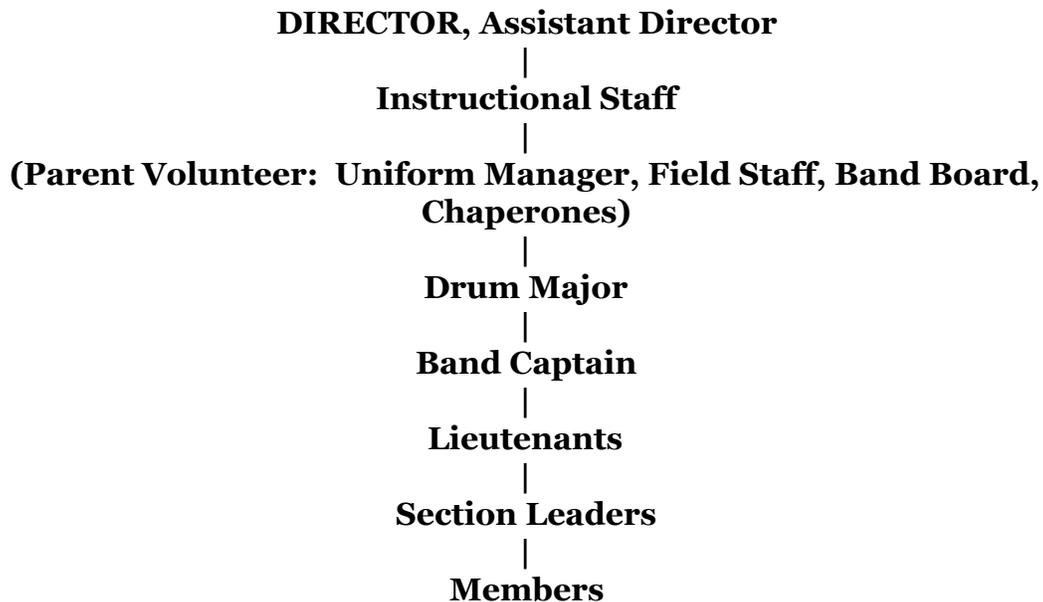
A. "Hazing" is a Class IV Violation of the Nassau County Code of Student Conduct. "Hazing" means any act or situation that recklessly or intentionally endangers the mental or physical health or safety of a student for purposes, including, but not limited to, initiation or admission into or affiliation with activities, clubs, or organizations operating under the sanction of a high school with grades 9 through 12. This code shall be enforced 24 hours a day, seven days a week on all school campuses/properties and at all school-sponsored activities on and off school campuses, including transportation.

Any and all reported incidents will be investigated and may result in criminal prosecution and the most severe consequences provided for by School Board Policy.

B. TARDINESS WILL NOT BE TOLERATED. The Drum Major or Director will announce the start of roll call, after which the doors to the band room will be locked and attendance verified. If you are tardy, disciplinary actions will be issued accordingly. Call Time is defined as the beginning of an event, not the time to show up for the event. At call time, members should be ready for whatever is about to take place.

C. Any and all acts of insubordination (back talk, failure to follow orders given by the chain of command, public displays of affection, profanity, indecent behavior, racial slurs, horse playing, smoking, consuming alcohol, vaping, use of illegal drugs, use or possession of unauthorized prescription drugs, verbal assault, bullying, and gossip) are **PROHIBITED** at all band events and rehearsals. A violation of any of the above-referenced acts will result in immediate disciplinary action and possible suspension or dismissal from the band program.

D. The chain of command is as follows:



There are several Instructors who serve at the discretion of the Director. These instructors have the full support and authority of the Band Director.

E. A member who has been assigned Out of School Suspension (OSS) will be removed from the band program, for the remainder of the current season. They may return to the program at the beginning of the following season, however a second OSS offense will cause the student to be removed permanently from the band program.

G. A member will receive a warning prior to any disciplinary action that may include push-ups, laps and other physical activities. It is the responsibility of the parent to

inform the director in writing of any medical conditions that may prohibit their student from participating in rigorous physical activities. **The obligation to complete assigned disciplinary actions is not optional. Failure to comply may result in dismissal from the program.**

I. In band, we have a higher than normal level of visibility throughout our community. As such, students must conduct themselves accordingly when in public. Students will be subject to suspension or dismissal from the band program based upon verified acts of major misconduct or unlawful behavior while off of band time and/or school property.

MEDICAL FORMS AND MANDATORY PAPERWORK

All students are required to provide the following: Contractual Agreement; Student Information Sheet; *Medical Authorization Form, Pre-participation Physical Evaluation; Consent and Release from Liability Certificate for Concussion and Heat-Related Illness; Consent and Release from Liability Certificate; *Off-Campus School Activity Consent Form; *Nassau County School Board Student Drug Testing Consent Form; *Proof of Accident Insurance; and Release Form for Publication of Student Information. (* denotes forms that require notarization). Additional forms may be required by the school.

In addition to these forms, all parents and/or other adult family members who will participate in the concession stand, field staff, Shrimp Festival booth, and/or as chaperones for any event, must fill out the Volunteer Application Form which will be submitted to the Nassau County School Board for background check purposes before they will be approved to participate in these activities.

Medical forms, liability and release forms must be turned in prior to participation in Band Camp. Off-Campus forms must be turned in prior to August 12, 2019.

All medical problems must be clearly stated, and all necessary prescribed medication (including inhalers and EPI pens) must be provided to the director, or his designee, for the duration of marching band season . These medications will be available during all marching band performances AND WILL be returned at the end of the school year.

ACADEMIC PERFORMANCE

All students are required by the state of Florida to maintain a GPA of 2.0 or higher. Report cards should be shown to the Director at the end of each 9 weeks.

MUSIC

All band students will be issued music. No students will be issued originals. If a student requires an additional copy of a piece of music, they will be charged \$1 per page.

BAND TRIPS

Band members are required to ride the school bus to all football games, competitions, and district evaluations, unless a valid **medical** reason is submitted to the Director. However, a student may return home with his/her parent or guardian with prior approval from the Director. It is the student's and his/her parents' responsibility to provide written notification to the Director **prior** to departure on the band trip.

Students and parents will not be permitted to go on non-performing trips, or attend the annual band banquet unless all fees are current, or a documented plan is in place and being maintained.

Pursuant to the *nassau county school board*, eating and drinking are prohibited on school buses. The bus shall be seated as follows: Instructors, Chaperones, Student Leaders, All-State Participants, All-District Participants, Solo & Ensemble Participants, All-County Participants, Class Order. **Seat saving and co-ed seating are strictly prohibited.** Moreover, everyone is required to enter and exit at the front of the bus. In the event that it is necessary to hire a charter bus, each member and chaperone will be assessed for the cost of the coach.

Notification of return times will be provided as soon as they are available. Please allow a thirty (30) minute variation from the posted return time for the bus to arrive at the band room. **It is imperative that you are on time to pick up your student! Supervisory time ends 30 minutes upon return from a trip, or the end of a home event.**

All students will adhere to instructions and/or directions given by any and all chaperones on all trips. Any student not complying with the provisions set forth in Section C on page 8 is subject to suspension and/or dismissal from the program and possible suspension from the school.

The Drum Major and Section Leaders will assist the Director and the Equipment Manager by loading all necessary wind instruments on the trailer for practice, football games, and competitions. The Drumline and Guard will be responsible for loading all necessary equipment on the trailer for practice, football games, and competitions. Additionally, all sections are required to remain at the band room until all instruments, equipment and uniforms have been properly loaded and/or put away.

ANNOUNCEMENTS

The Director shall post all announcements on the band app. It is each student's responsibility to check the app for announcements and information regarding the program. Information will also be dispensed via Remind 101, Google calendar, and the band program Facebook page and website.

BAND PARENTS ASSOCIATION

The primary function of the Band Parents Association is to raise money towards the operation of a highly competitive and musically diverse band program. The board of the association or another designated parent is in charge of all fundraising efforts. The association also assists in the planning and coordinating of trips and events for the band.

The board for the 2019-2020 school year is:

President- *Susan DeVane*

Vice President-

Treasurer-*Allison Cook*

Secretary-*Heidi Nicol*

Committee chairs:

Concessions Coordinator-Andria Livingstone, Nora Lee,

Fundraising Chair-

Transportation/Logistics-Darren Smith

Uniform Manager-

Head of Field Staff-Ann Pittman

WITHDRAWAL AND/OR REMOVAL

A student who withdraws or is removed from any portion of the Band Program forfeits all awards and recognition that have been earned. In the event of withdrawal and/or dismissal, all school-owned instruments and materials must be returned within three (3) days. A student that withdraws or is dismissed will not be allowed to re-enter in the same season. A student seeking reinstatement must gain the Director's approval. Withdrawal or removal **does not** exempt you from financial or fundraising obligations. Once you sign this document you are agreeing to work concessions, Swing into Spring and Shrimp Festival, and pay your "fair share", or pay the fines associated for not working these events.

REFUND POLICY

ALL money paid to the Fernandina Beach High School Band Booster Association is **NON-REFUNDABLE**.