

Southeast Polk High School Instrumental Music Handbook

2017-2018



<http://www.sepband.info>

Directors

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2017-18 Band Calendar

Please note: All calendar dates and times are also listed on the band website:

<http://www.sepband.info>

Any changes (if they occur) will be made there.

A DIRECT LINK to the band's calendar is here:

<https://goo.gl/9WKzb8>

Lessons

Each student is assigned an individual or small group lesson time. Lessons are 15 - 20 minutes long and will occur at least once every two weeks. Lesson weeks are labeled as "BLACK" and "GOLD." Students will have an assigned lesson on the same day and same period during either the Black or Gold week.

Lessons will be scheduled for Mondays, Tuesdays, Thursdays and Fridays of each week and Wednesdays are left open for excused lesson make-ups.

In order to give students the opportunity to be involved in the scheduling process, each are given their preference as to which period works best for their lesson time. We do our best to accommodate everyone. We are very flexible and understanding when conflicts arise as long as they are communicated to us at the time of their occurrence. If a student has an excused absence, he/she may sign up for a Wednesday make-up lesson on the schedule posted weekly on the band office door. **The make up must be done during the two week rotation of the missed lesson. Unexcused** absences may not be made up (single exception below). Excused absences include illness, field trips, tests in class and the student being prohibited to attend by the teacher.

Unexcused Lesson Forgiveness: If a student missed a lesson for an unexcused reason("I forgot..."), s/he may make ONE up for a grade per semester. Each subsequent unexcused lesson will result in a grade of zero.

Lessons are included in RAM Plan attendance for all band classes. If a student misses more than two lessons per semester he/she will not be RAM Plan excused from their band final exam. If a student makes up the EXCUSED lesson on the following Wednesday, their absence will be Ram Plan excused.

OUTSIDE OF SCHOOL PRIVATE LESSONS

Private lessons are of vital importance to the development of a musician. Students who study privately are encouraged but are not required to attend lessons at school. Those students studying privately will be **required** to turn in a form filled out by their private instructor, prior to each grading period, in order to receive credit toward their lesson grade for taking private lessons. A hard copy of the form can be found on Mrs. Meunier's bulletin board or a copy of it can be printed off from the SEP Band website. If you are interested in taking lessons from a private instructor, please contact either Mr. Gerth or Mrs. Meunier for names and numbers of qualified teachers. The growth in excellence of the SEP Band Program over the years can be largely attributed to the increased number of students taking private lessons.

PERFORMANCE REQUIREMENTS

ATTENDANCE:

All SEP band performances are required. Though some performances are graded (ie) home concerts, marching band performances, jazz band performances and some are not, the attendance policy remains the same. Some examples of performances that are not graded but required would be pep band, show choir band or musical pit band performances. In order to have our most successful performance results, we must have all members present putting forth their best effort. The SEP Band attendance expectations are as follows:

Excused Absences:

Absences such as family emergency or illness are considered excused absences. In all cases, directors should be notified in advance of the absence via phone, email or writing from a parent or guardian. If the circumstance does not allow contact before the absence, communication should be made as soon as possible. Students will be allowed to make up missed points. He/she must speak to the director **immediately** upon their return about making up those points in their grade. The make up work needs to be done within the week following a missed a performance.

Unexcused Absences:

Unexcused absences include simply not showing up, forgetting the performance, work... Students will not be allowed to make up lost points due to unexcused absences.

Make up assignments for missed EXCUSED absences:

Students must see Mr. Gerth or Mrs. Meunier immediately following a missed performance. They will be required to write a one page summary of two band articles found in magazines in Mr. Gerth's office. Again, these should be turned in within a week of the missed absence.

ATTIRE:

All students are required to wear concert uniforms for each performance. Detailed instructions are given as to how the uniforms are to be hung and cared for at home. **Concert Band** and **Symphonic Band** students are required to wear black shoes, long black socks, and nothing of color underneath their white shirts. Girls should wear nude or white undergarments and boys should wear t-shirts with no writing on them under. **Wind Ensemble** girls should wear black hose with black shoes and boys should wear black shoes and long black socks. **Students not in uniform will NOT be allowed to perform.** See more regarding band uniforms below.

ENSEMBLE OPPORTUNITIES

The Southeast Polk Band Department is comprised of four curricular concert ensembles as well as a variety of extracurricular ensembles.

CONCERT BAND (Any interested student)

Concert band meets every day 6th period. Incoming freshmen should register for this ensemble. The school year is spent in a concert ensemble performance setting. Freshmen have the option during the spring semester to audition for other high school ensembles.

SYMPHONIC BAND / MARCHING BAND (grades 10 – 12, freshmen by audition)

During the fall, members of the Symphonic Band form the Southeast Polk Marching Band, also known as "The Marching Rams". It is a curricular course that meets 1st period every day. During marching season, students rehearse starting at 6:45 am Monday, Tuesday, Thursday, Friday, and non-late start Wednesdays. Rehearsals on late start Wednesdays

typically begin at 8:00am. Students are required to perform graded playing exams, attend all home football games, contests and scheduled parade performances. At the conclusion of the marching season, this ensemble becomes the symphonic band, one of the three performing concert ensembles at Southeast Polk High School.

OPTING OUT OF PHYSICAL EDUCATION:

Marching band is an activity that SEPHS recognizes as an “opt-out” PE activity. Students should obtain a form from the counseling office to be completed and returned before the start of the school year if they choose to opt-out. If a student chooses not to opt out of PE, they must not take early bird PE during the first semester.

WIND ENSEMBLE (by audition only)

The Wind Ensemble is the most select instrumental concert ensemble at Southeast Polk High School. This group is made up of the program’s finest musicians. The ensemble meets 3rd period every day and performs a higher level of literature in the concert band setting year round.

JAZZ ONE (by audition only)

The Jazz Band is an auditioned group composed of all grade levels. Any student playing trumpet, trombone, saxophone, drum set, piano, bass or guitar is welcome to audition. This is a curricular course that meets every day 8th period. The Jazz Band performs concerts and competes in area and statewide competitions each year.

EXTRA-CURRICULAR ENSEMBLES

Students must be enrolled in a curricular band class in order to be involved in extra-curricular bands.

PEP BAND

The pep band is an optional extra-curricular auditioned group. In November, students who are interested in pep band meet before and after school for scheduled rehearsals. Attendance to these rehearsals is a vital component to the selection process. Selected students are **required** to attend all assigned home basketball games.

SHOW CHOIR BAND

The show choir band is an extracurricular group that accompanies the show choirs during their performances and contests. This is an auditioned group and students are **required** to attend all functions and rehearsals in order to be considered for membership. Band ONLY rehearsals take place generally from mid October through December on Wednesday’s after school.

JAZZ II

Jazz II is open to all students interested in learning about and playing jazz. This group is auditioned in late September and meets before school from 6:45-7:40am on Mondays and Thursdays, as well as Wednesdays as needed from mid October through early March. This is a non-credited course. Jazz II will travel with Jazz I to select competitions and festivals, and will perform at concerts when active in the school year.

JAZZ III

Pending enough interest to fill a third band, Jazz III is offered for those who wish to have an introduction to the jazz artform and have the opportunity to perform with a Jazz ensemble. This group is auditioned in late September and meets before school from 6:45-7:40am on Tuesdays and Fridays. Those students not accepted into Jazz II are automatically placed in Jazz III. This is a non-credited course. Jazz III will perform in select competitions and festivals, and will perform at concerts when active in the school year.

**Students enrolled in the auditioned Jazz I group are not eligible to perform in Jazz II or III on an instrument in their original instrument’s family. They may, however, perform on a secondary instrument in a different section if interested and proficient. The band director reserves the right to make a determination of a student’s proficiency.*

GRADUATION BAND

All students are welcome to perform in graduation band. A sign up to participate is typically posted in early May. Students will be expected to attend approximately 5 rehearsals, before and after school, and they must be available to perform for graduation. Students received letter points for participating in graduation band.

SOLO AND ENSEMBLE FESTIVAL

Students are ***highly encouraged*** to participate in solo and small ensemble festival. Late each winter and into the spring, students may prepare a solo on their instrument or group themselves with other students in duets or small ensembles. The date of the SEP festival varies each year, but is normally in late February. Wind Ensemble students are required to participate in the SEP festival and it is a graded performance. Please check the band calendar for more information.

REQUIRED LESSON MATERIALS FOR HIGH SCHOOL BAND STUDENTS

*****Freshman band students should come to their first lesson with the materials they were using for lessons in the 8th grade.*****

The directors will then make a determination as to which lesson materials will be the most appropriate for the student's developmental level. The texts below are recommended for advancing high school instrumentalists.

Flute - Intermediate Method OR Advanced Method for Flute Vol. I, pub. Rubank

Clarinet - Intermediate Method OR Advanced Method for Clarinet Vol. I, pub. Rubank
Reeds: Vandoren V-12, strength 3 or 3 ½ (***No RICO Brand reeds***)

Bass Clarinet - Introducing the Alto or Bass Clarinet, pub. Rubank
Reeds: LaVoz, strength medium or medium hard or Vandoren strength 3

Saxophone - Intermediate Method OR Advanced Method for Saxophone Vol. I, pub. Rubank
Reeds: Vandoren Classical; Vandoren strength 3 or 3 ½ (***No RICO Brand reeds***)
Vandoren Java jazz; Rico Jazz; Rico Jazz Select
Mouthpieces: Selmer Super Action-80; Selmer Super Action-90; Meyer; Otto Link; Beechler

Horn - Intermediate Method OR Advanced Method for Horn Vol. I, pub. Rubank
Mouthpieces: Farkas medium to medium deep

Trumpet - Intermediate Method OR Advanced Method for Trumpet Vol. I, pub. Rubank
Mouthpieces: Bach; Schilke 4, 5 or 6 1/2AL or equivalent
Valve oil

Trombone/Baritone - Intermediate Method OR Advanced Method for Trombone/Baritone Vol. I, pub. Rubank
Mouthpieces: Bach; Yamaha, Schilke Size: 4 or 5.
Slide cream & a small spray bottle

Tuba - Intermediate Method OR Advanced Method for Tuba Vol. I, pub. Rubank
Mouthpieces: Conn Heleburg
Valve oil

Percussion - Fundamental Studies for Mallets, by Garwood Whaley
The Logical Approach to Snare Drum Vol. 1 by Carl Perkins
Additional material will be assigned as needed.
Recommended Equipment: Percussionists will be required to purchase sticks and mallets through the school.

BAND FEES

Please note: not all of these fees may apply to your child. Your child will be notified if and/or when a fee will apply to them.

Instrument Rental Fee (for those without their own instrument. Does not include percussion)	\$75.00/yr
Instrument Rental Fee (each instrument after the first rented)	\$35.00/yr
Percussion Usage Fee (paid by all percussionists)	\$25.00/Semester
Marching Band Shoes	\$35.00
Marching Band Gloves	\$3.00
Marching Band T Shirt	\$12.00
Pep band T Shirt	\$12.00

HONORS AND AWARDS

AWARDS BANQUET

A Band Awards Banquet is held in May to honor and celebrate the year and also recognize the achievements of groups and individuals. During this event, students receive awards chosen for them by their classmates as well as band letters and national awards. All family members are welcome and encouraged to attend this event.

DRUM MAJOR/SQUAD LEADER

During the spring semester, auditions will be held to select students for these positions for the following year's marching season. Members chosen for these positions will be selected based on their leadership skills, performance and marching ability, and overall attitude. Informational material for these positions will be distributed prior to the auditions. Squad leaders selected will need to attend a one-day summer leadership camp. Drum majors will need to attend a one-day summer leadership camp as well as a three-day drum major camp.

BAND OFFICERS

Band Officers will act as a decision-making body for various ensemble issues. They also help with the day-to-day functioning of the band. These positions include: President, Vice President, Secretary, Librarian and Class Representatives.

HONOR BANDS

There are several honor band opportunities throughout the year. They include the South Central Iowa Bandmasters Association Honor Band, Drake University Honor Band, Drake Jazz Honor Band and the Iowa State Honor Band. Honor bands are an excellent opportunity for students to rehearse and perform with some of central Iowa's finest musicians. Students are strongly encouraged to sign up for honor bands as they are posted. Information for these honor bands will be distributed when it becomes available. Students who wish to be considered MUST be available for all rehearsals and performances of the particular honor band opportunity.

ALL STATE BAND

Students may audition for the Iowa High School Music Association All-State Festival in the fall. Students are required to prepare all of the major scales and chromatic scale, two required etudes, and an individually selected solo. Auditions are held the third weekend of October at the district audition site. If a student is chosen for this high honor, the All-State festival is held in November in Ames. Only a select number of the most advanced and mature players from each district are selected for this ensemble.

INSTRUMENTAL MUSIC BOOSTERS

The Band Boosters are an organization whose purpose is to aid and support the band program at Southeast Polk High School. We are seeking band parents to join this organization and help our program grow and prosper.

The following committees are open to any parent/guardian interested in helping the band program:

- *Uniform Committee
- *Marching Band Chaperone Committee
- *Equipment Committee
- ***State Fair Parking & Water Sales Committee (NEW)**
- *Concert Band/Special Event Hospitality Committee
- *Awards Banquet Committee
- *Concert/Jazz Band Chaperone Committee
- *Marching Band Hospitality Committee
- *Fall Fundraising Committee
- *Spring Fundraising Committee

Please see the band calendar for booster meeting dates. All meetings are 6:30pm in the SEP High School Band Room S122.

Dates for 2017-18

Thursday, 8/24, Thursday, 10/19, Thursday, 12/14, Friday, 2/9 (Friday before jazzfest), Thursday, 4/12

BAND LETTER AWARDS

The Southeast Polk High School Band Letter Awards were created to recognize student achievement and participation in the many activities of the band program. The SEP band program offers numerous performance opportunities to all members. These letter awards are intended to recognize students for their comprehensive involvement in instrumental music during the school year.

<u>1st Year Award</u>	<u>2nd Year Award</u>	<u>3rd Year Award</u>	<u>4th Year Award</u>
(100 points)	(+150 points)	(+200 points)	(+250 points)

All awards will be presented at the Band Awards Banquet. Letter points will be awarded for participation in the following:

Private Lessons on primary instrument	50 / semester	Regular Church Band Musician	15
Private Lessons on non-primary Instrument	25 / semester	Community/Municipal Band	25
Piano Lessons	25 / semester	Band Booster Meeting Attendance	5 / meeting
All State Audition	40	Summer Band Camps (<i>non SEP</i>)	10 / per day
All State Recall	10	All State Preparation Clinics	5/ per clinic
All State Alternate	15	Youth Symphony	50
All State Accepted	30	Drum Major	75
All State Jazz Band Audition	30	Squad Leader	50
All State Jazz Band Accepted	30	Band Officer	15
SCIBA Honor Band Audition	20	Band Work	2 / hour
Other Honor Bands	10/ per day	State Fair Water Sales	10 / shift
Attend Public Performances (NOT your own)	5 / performance	State Fair Parking	15 / shift
Pep Band	25	Show Choir Band	50
(points deducted for tardies and unexcused absences)		Jazz II	25
I rating @ Solo & Ensemble Contest	40 / solo	Jazz III	25
	30 / ensemble	Graduation Band	5
II rating @ Solo & Ensemble Contest	30 / solo	Jazz Combo	5
	20 / ensemble	Multi Instrument (different family)	5
III rating @ Solo & Ensemble Contest	20 / solo	**for example, a flute player learning the tuba receives letter	
	10 / ensemble	points, but an alto sax player playing the bari sax (which is in the	
Accompanist – Solo & Ensemble Contest	10 / student	same instrument family) does not.	
Musical Pit Orchestra	25		

Band Uniform Care and Responsibility

The SEP Band program uses two sets of uniforms: one for marching band and one for concert band.

Uniforms are worn during performances, are fit at the beginning of each year, and are tailored to fit each student. The uniform for each group is as follows:

Marching Band:

School provides: Marching Band uniform top, pants, shako (hat) or beret (sousaphones).

Student provides: black shoes (**purchased by student**), long black socks and white gloves (**purchased by student**).

Concert Band and Symphonic Band:

School provides: white tuxedo shirt, black tuxedo pants, black bow tie and cummerbund.

Student provides: black socks and black shoes.

Wind Ensemble:

School provides: Black Tuxedo coat, white tuxedo shirt, black tuxedo pants, black bow tie and cummerbund for men, black formal dress for women.

Student provides: black socks/hose and black shoes.

After the alterations to the uniforms have been made it is the responsibility of the student to keep and maintain his/her uniform. Uniform parts *with the exception of the white tuxedo shirt* are NOT to be dry cleaned or laundered IN ANY WAY. These items are professionally cleaned once per year to maintain the life and longevity of each piece. The white tuxedo shirt may be laundered. If a stain occurs and it is unable to be removed, it is the STUDENT'S responsibility to reimburse the school for its replacement.

IF IRREPARABLE DAMAGE OCCURS, THIS IS YOUR REPLACEMENT COSTS OF UNIFORM PARTS:

Marching Band Coat	\$200.00
Marching Band Pants	130.00
Marching Band Shako	50.00
Shako Plume	27.50
Band Garment Bag	2.50
Tuxedo Coat	80.00
Tuxedo Pants	60.00
Tuxedo Shirt	25.00
Formal Dress	130.00
Bow Tie	7.00
Cummerbund	18.00

CARE OF UNIFORMS

Marching uniforms will be stored at school. Concert uniforms will be checked-out to students after any alterations have been made, and kept at home. Keep in mind that loss or damage is the responsibility of the student and/or band family.

After each use, properly re-hang your uniform and allow to air out. DO NOT allow the uniform to sit in a pile at the bottom of the garment bag, and do not allow a wet uniform to hang in a tightly zipped garment bag. Doing so is considered negligence, and can result in professional cleaning and pressing fees assessed to the student. **Do not iron any part of the uniform at any time.**

If you have concerns about the condition of your uniform, please contact the band office as soon as possible for help with the issue.

Instrumental Rental Agreement

**COMPLETE ONLY IF STUDENT IS A
PERCUSSIONIST OR IS USING A
SCHOOL-OWNED INSTRUMENT**

There is a usage fee for students who desire to play a school owned instrument.

A \$75 fee covers the use of brass and woodwind instruments. Those using two or more school owned instruments throughout the year must pay an additional \$35 fee for use of each instrument. A \$50 fee covers the use of percussion instruments (\$25 per semester). These fees are due the first week of school. Please complete and sign the following agreement and return it with this form by Monday, August 29, 2016.

Usage Agreement Date: 8/28/17

Student Name: _____

Instrument (s): _____ Usage Fee: _____

Office Use:

Manufacturer (s): _____

Serial Number (s): _____

We (student and parent/ guardian) accept full responsibility for the above listed instrument (s). We will return it for inspections promptly when called for. We agree to keep the instruments in sound playing condition and pay for any repairs made necessary by misuse, negligence, or carelessness. Southeast Polk Community Schools will accept normal wear and depreciation. We understand that the rental fee is for one academic year. (2017-18)

Signed: _____
Student

Signed: _____
Parent/ Guardian

**COMPLETE & RETURN THIS PAGE TO YOUR
STUDENT'S BAND DIRECTOR.**

Band Uniform USAGE AGREEMENT

ALL BAND MEMBERS MUST COMPLETE AND RETURN

We, the undersigned understand that any band uniform checked out to our care during the course of the school year is the responsibility of the student. Further, we understand that if damage is made to any uniform part, we are responsible for the cost of repairing the damage or replacing the item at the dollar amounts listed below if it is beyond repair.

REPLACEMENT COSTS OF UNIFORM PARTS:

Marching Band Coat	\$200.00
Marching Band Pants	130.00
Marching Band Shako	50.00
Shako Plume	27.50
Band Garment Bag	2.50
Tuxedo Coat	80.00
Tuxedo Pants	60.00
Tuxedo Shirt	25.00
Formal Dress	130.00
Bow Tie	7.00
Cummerbund	18.00

Print Student Name _____

Parent/Guardian Signature _____ Date _____

Student Signature _____ Date _____

BELOW FOR OFFICE USE ONLY

<i>Item Checked Out</i>	<i>Inventory Number</i>	<i>Date Out</i>	<i>Date In</i>	<i>By</i>
<i>Marching Band Coat</i>	_____	_____	_____	_____
<i>Marching Band Pants</i>	_____	_____	_____	_____
<i>Marching Band Shako</i>	_____	_____	_____	_____
<i>Band Garment Bag</i>	_____	_____	_____	_____
<i>Tuxedo Coat</i>	_____	_____	_____	_____
<i>Tuxedo Pants</i>	_____	_____	_____	_____
<i>Formal Dress</i>	_____	_____	_____	_____
<i>Bow Tie</i>	_____	_____	_____	_____
<i>Cummerbund</i>	_____	_____	_____	_____

**COMPLETE & RETURN THIS PAGE TO YOUR
STUDENT'S BAND DIRECTOR.**

Please Sign and Return by Monday, August 28, 2017

We have read the Southeast Polk Instrumental Music Handbook and understand the expectations, policies, and procedures of the instrumental music department.

Student Name (please print) _____

Student Signature _____ Date _____

Parent Signature _____ Date _____

*****IMPORTANT** Parent's email/cell info:***

Mom: Email work _____ home _____
Cell # _____

Dad: Email work _____ home _____
Cell # _____