

**FORT HILL
BAND
HIGH SCHOOL**

**PARENT/STUDENT
HANDBOOK**

2018-2019

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TABLE OF CONTENTS *

- 1.0 Statement of Philosophy
- 2.0 Attitude
- 3.0 General Conduct & Requirements
- 4.0 Rehearsals
- 5.0 Performances
- 6.0 Attendance
- 7.0 Uniforms & Equipment
- 8.0 Financial Obligations
- 9.0 Bus Trips
- 10.0 Funding
- 11.0 Awards
- 12.0 Auxiliary
- 13.0 Leadership Selections

* **NOTE:** Throughout this Handbook, the general terms “band”, “marching band”, “Fort Hill Band” and the like refer to the entire organization including the Sentinelettes, Color Guard, and Honor Guard. In places where the auxiliary squads are referenced separately, the wording will indicate this.

* **NOTE: Parental permission is required for all band members in order for them to take any trips. Such permission is given blanketly by signing and returning the Handbook agreement for the entire school year.**

* **NOTE:** Permission is also granted to the Fort Hill Band for the use of student images and video on the www.forthillband.com website, for public service announcements, and advertisements pertaining to the Fort Hill band organization. **Such permission is given blanketly by signing and returning the Handbook agreement for the entire school year.**

1.0

STATEMENT OF PHILOSOPHY

- 1.1 Welcome to one of the most significant experiences of your life! The Fort Hill Band is a very unusual, demanding, involving, and rewarding activity requiring personal commitment, dedication to a common group goal, and discipline.
- 1.2 Fundamental to the group's successes are respect, integrity, class, self-discipline, and pride. Respect for oneself and one's fellow members results in an attitude of cooperation and mutual support.
- 1.3 Acting with integrity leads one to accept responsibility of commitment for being part of this kind of an organization, where everyone depends upon all of the other members of the group for their individual success. It requires honesty and sincerity.
- 1.4 Conducting one's self with class projects to others a quality and excellence of style and an elegance of manner and bearing.
- 1.5 Pride, a sense of dignity and self-respect, is really the fundamental precept of participation in the Fort Hill Band and a guide to responsibility. Those who have pride in themselves will do their honest best to give their maximum effort at all times and will not engage in any activity that will denigrate themselves or the organization.
- 1.6 The Fort Hill Band is not just a musical or physical activity, but also one of the mind and heart. While all members share in the responsibility of being "on" and prepared for performance and rehearsal, all also share in the wide range of emotion, respect, and feeling for one another that comes from working very hard toward a common goal. We each have to give something of ourselves to the group, but in return receive much more than we have given.
- 1.7 In performance the most important thing is not that we "come in first," but that we discover the best in each of us, that we find in ourselves the ability to accomplish beyond that which is easy, to press ourselves to new levels of achievement. If we do that, if we push ourselves to greater individual accomplishment, respect for the group will take care of itself. We will be successful at the game of life as represented by the microcosm of the band experience. We will take the chance of failing and thereby learn what it means to live and breathe the excitement of success.

2.0

ATTITUDE

- 2.1 Those who have a positive, cooperative attitude, regardless of their individual skills, will always have a place in the organization.
- 2.2 Regardless of your ability, if your attitude is not a positive one, where you will do your individual best to improve and see the group be successful, you should not be a part of

this organization. Indeed those who do not project a positive, cooperative attitude will be asked to change their manner or leave the group. Even the best performers, if they do not care about the good of the group, have no place here.

- 2.3 Those who have healthy pride in themselves will generally project a positive attitude.
- 2.4 A positive attitude is characterized by a generally cheerful outlook toward rehearsals and performances, cooperation in the preparation and maintenance of facilities, and an eagerness to do what is necessary to be successful.

3.0

GENERAL CONDUCT & REQUIREMENTS

- 3.1 Annual physical: All members of the Fort Hill Band program must have an annual physical and complete an extracurricular participation contract. These forms are available from the Nurse, the Main Office, and the Athletic Director. The completed physical evaluation must occur before the start of summer band camp.
- 3.2 Common sense: Members of a prestigious organization such as the Fort Hill Band are expected to conduct themselves at all times in a decorous manner and to exercise common sense! All rules in this Handbook are in force at all rehearsals, performances, and trips.
- 3.3 Instructions: All members are expected to follow the instruction of any teacher, advisor, chaperone, or student leader without question unless said instruction violates civil or moral law. Should you be displeased with what is being requested, follow the request first, then, when the time is appropriate, bring your dissatisfaction to the attention of the Band Director.
- 3.4 Scheduling: The band's weekly schedule is kept updated on the website and is announced at every opportunity. Parents are to get this information from the students. All members of the auxiliary squads are to stop by the band room regularly to check for updates.
- 3.5 Equipment: Members should not play on or with the instruments or equipment of others. Unfamiliarity leads to potential damage, injury, and a general lack of respect for the belongings of others. If you see someone picking up an instrument or equipment that is not theirs, remind them.
- 3.6 Uniforms: Members should not remove, play with, hide, or take all or parts of the uniforms or instruments of others. The uniform is an obviously important part of our performance presentation. If you have a problem with your uniform, don't take someone else's: see your student leader, a uniform parent, your squad Advisor, or the Director.
- 3.7 Affection: Members should show respect for others by being judicious in displays of affection. A somewhat impassioned embrace is more properly given in privacy rather than with a group. The same goes for humor and boisterous activity – avoid potentially problematic situations by exercising common sense for you and for the group.

- 3.8 Critical incidents and injuries: Any time there is a critical incident (accident, verbal and/or physical exchanges, injury, etc.) or involving band members and/or “civilians,” the Band Director is to be notified immediately.
- 3.9 Private homes and vehicles: Members must take care to not go into any private vehicle or home from the time they arrive for a rehearsal, performance, or trip until the time they are released from the rehearsal, performance, or trip. This is especially important when we are on-site at a performance or on an overnight trip. Regardless of who it is, friend, relative, or someone “friendly,” do NOT go into private vehicles or homes!
- 3.10 Groups: Whenever we are on-site at a performance or on a trip, band members should move from place to place in groups. Do NOT go off by yourself and explore or go to unauthorized locations.
- 3.11 Controlled substances: There will be no smoking by any band member at any band activity or function. Possessing, using, or distributing any controlled substances may result in the referral to the appropriate law enforcement agency and definite dismissal from the group.

4.0

REHEARSALS

- 4.1 It is necessary for us to maximize our rehearsal time in order to achieve our performance goals. The rehearsal schedule is normally set well in advance, allowing adequate time to plan other activities and obligations around the established schedule. All scheduled rehearsals are mandatory.
- 4.2 Our goal of true excellence in performance can only be reached if each band member looks at the rehearsal as the means to that end. A band member missing a rehearsal not only does not improve, but those around her/him will have a largely fruitless rehearsal because of the absence. Everyone is important!
- 4.3 It is imperative that band members be at ALL rehearsals except when prevented by significant personal illness or true family emergency. Students are expected to plan personal and family activities around the rehearsal schedule. While homework is very important, band members must learn to budget their time in order to accomplish their homework and still make rehearsal obligations. This may require starting homework earlier than you are accustomed or working later some evenings, but it can be done without a great deal of difficulty by carefully planning your time. Homework is not an acceptable excuse for missing rehearsal; rehearsal is not an acceptable excuse for not doing homework!
- 4.4 Likewise, band members must work their other athletic/school-activity and out-of-school job schedules around the rehearsal schedule. While the value (and need) of all such activities is recognized and respected, in joining the Fort Hill Band a sacrifice of self is made. The communication from the Band Office of our schedule is adequate, however it is necessary for band members to communicate with their coaches/teachers/advisors/etc. in order to achieve true compromise in scheduling. The band activities must receive primary scheduling consideration along with everything else

a student elects to do and lack of preparation by the student to work their scheduling out does not constitute an emergency on the Band Director's or Advisors' parts.

- 4.5 Being on time for the start of rehearsals is a necessity. Plan your departure time from home and any carpooling to arrive at school well before the report time. Getting out on time requires that we start on time!
- 4.6 Everyone shares in the responsibility of setting up for rehearsal and helping to clear the area afterwards. Setting up yard markers, podiums, sound equipment, percussion equipment, etc. is considerably easier when everyone pitches in to help. We help ourselves by expediting setup and cleanup and have a feeling of contributing to the betterment of the whole.
- 4.7 It is important that we respect and appreciate the facility that has been made available to us for rehearsal and take care of it appropriately. Do not leave paper or other trash (including food/drink waste) anywhere other than a trash receptacle. It only takes a little more effort to assist in this process. If we all help here, we won't have any problems and will all benefit from clean and pleasant surroundings.
- 4.8 It is important that no one engage in any destructive activity. Sometimes this can be an all but conscious act like playing on a wall, stand, locker, or door with drum sticks or bumping things with flag poles. Other times it is a more overt act such as throwing pom-poms, dropping food/drink on or near equipment, or stopping up drains in a restroom. A really classy organization with mature members will have none of this. It is everyone's responsibility to see that these things do not occur. If you see it, stop it. If they won't stop, inform the Band Director immediately.
- 4.9 It is important that everyone be sensitive to the security of the Music Wing of the high school, including the auditorium and lobby, hallways, and instrumental and vocal rooms. Do not leave purses and other valuables anywhere unsecured. If you see anyone in "our" part of the building that is the least suspicious or out-of-place, inform the Band Director, another staff person, or school official immediately. Security is everyone's business.
- 4.10 Every band member is expected to have her/his instrument/equipment in working order and all other materials (such as music) at all rehearsals. Pride and progress go hand in hand with preparation. Be ready for rehearsal!
- 4.11 Cell phones are not permitted to be used during any rehearsal nor may friends, family, or "significant others" interact with students as they rehearse.

SUMMER REHEARSALS (THE "BAND CAMP" EXPERIENCE)

- 4.12 The summer rehearsal schedule is published well in advance. Summer rehearsals serve three functions. First, they keep everyone playing their instrument, dancing, twirling, and otherwise physically and musically active. Second, we continue to develop physically and artistically while getting to know one another better. Third, they enable us to learn the music and routines for the Fall so that when school starts we can concentrate on the integration of the musical and visual aspects of our show. These rehearsals are very important!

- 4.13 Summer band camp is a mandatory three-week rehearsal session of utmost importance. This is when the visual (drill and routines) and musical program is taught and all elements are integrated into a presentation of the whole. The band camp constitutes about half of the total rehearsal time for the entire marching season
- 4.14 We hold our camp at the high school to keep costs low and to have access to complete facilities. You will find we draw a crowd most evenings, a tribute to your status in this community. Therefore every rehearsal is not only a practice, it is a performance!
- 4.15 Because of the importance of the band camp rehearsals, attendance is mandatory. We simply must have everyone there for the teaching of the visual program. Those not in attendance will have difficulty performing in the Fall. Any exception **MUST** be approved by the Band Director and/or squad Advisor well in advance. Matters of true family emergency or significant illness will be considered on an individual basis.
- 4.16 Students are not permitted to leave the campus during rehearsal sessions for any reason.
- 4.17 Students may leave the campus for lunch and/or dinner each day. During the meal breaks, the students are operating on their own time – arrangements between parents and students regarding carpooling, etc. are family matters. The Band Staff will make no decisions or handle discipline in this area.
- 4.18 Band Camp is **NOT** the time to go on a diet! The long strenuous hours in the heat can be very demanding on the body. This is a time to eat carefully and well. Drink plenty of clear liquids!
- 4.19 As we must learn the drill and visual routines at camp, we will continue to work regardless of the weather. Dress for extended sun exposure by bringing loose fitting clothes (auxiliary squads have specific rehearsal attire). Everyone must wear good shoes. No sandals, clogs, flip-flops, or bare feet. A hat or visor is highly recommended. Members of the auxiliary squads will find out the proper attire from their advisor.
- 4.20 Bring a good sun screen of SPF 30 or above for your body and lip gloss with an SPF rating for your lips. Trying to do physical and musical work with a sunburned anything is unpleasant.

AFTER-SCHOOL PRACTICES

- 4.21 The regular rehearsal schedule for the marching band and auxiliary after the start of the school year is Tuesday and Thursday afternoons, 3:00 to 6:00 p.m. The process of cleaning the show and routines, improving bit by bit, and learning new material requires careful work. Here is where we get that work done.
- 4.22 Auxiliary groups may supplement this rehearsal schedule according to their needs as determined by the squad Advisors. Such additions may not supersede the general band schedule.
- 4.23 At least one after-school or weekend rehearsal will be scheduled prior to each band concert to rehearse the combined selections. Ample advance notice will be provided.

- 4.24 Because of our limited rehearsal time, it is necessary that the marching band rehearse regardless of the weather. Band members should dress accordingly. If there is drizzle or intermittent light rain, we will often march. Very hot weather will not keep us from rehearsing, but may cause us to take more frequent breaks. Cold weather is a seasonal hazard in our climate and will not prevent us from rehearsing. We must often perform under similar conditions! We will not normally rehearse outdoors in a heavy rain but it is sometimes necessary. Rehearsal is never automatically cancelled because of the weather – always report to the designated location. Plan and dress accordingly!

5.0

PERFORMANCES

- 5.1 Our numerous performance opportunities involve well-over 30 public appearances a year! Such performances include: football games and other athletic events, parades, band/dance/guard festivals and contests, pep rallies, band concerts, band adjudications, jazz ensemble concerts, percussion ensemble concerts, and small ensemble performances! Some performances involve audiences of between 5,000 and 10,000 spectators. We are indeed fortunate to have such publicity with a highly devoted fan base.

FOOTBALL GAMES

- 5.2 The Fort Hill Band performs for all home and away football games.
- 5.3 For home games, the band marches down the traditional “52 steps” into Greenway Avenue Stadium and performs a pre-game show. During the game, such stands favorites as “Barbara Ann” will probably never get old. At halftime, we will normally perform our yearly show and other feature material prepared for the football halftime presentation. After our performance is finished, the band marches past the home stands to receive the applause of our fans. Band members normally receive the 3rd quarter of play off for food/bathroom breaks – members are required back around 1:00 on the game clock. We then reassemble and play through the rest of the game. On the occurrence of a victory, we perform “Final Countdown” at 2:00 left to play and receive the football team’s salute after the game ends when they sing the Fight Song to us. This routine as described above can be summed up as the essence of the spirit of tradition at Fort Hill High School.
- 5.4 For away games, the band travels to the game site together and sits together in the stands for both halves of the ball game. At halftime, the band normally performs some or all of the yearly show and feature material within the time we are allotted. Band members, staff, and chaperones only are permitted in our section of the stands and we must all be constantly vigilant for theft. Unfortunately some sites we visit have limited seating and special arrangements may need to be made. Every attempt will be made to insure every student has a place sit.
- 5.5 For home games with visiting bands, our halftime routine may be adjusted to accommodate time constraints. Such adjustments are necessary and the Band Director will make such decisions in the best interests of all students.

- 5.6 When we are at football games, band members are expected to conduct themselves in a decorous manner befitting that of which they represent. The uniform will stay complete and neat unless the Band Director instructs otherwise. Band members will check with the Band Director or their Advisor when it is necessary for them to go to the bathroom or to leave the seating area for any reason. Only a few students will be dismissed at any one time and **these students must be accompanied by a chaperone.**
- 5.7 During cold weather, bring heavy gloves, warm hats, heavy coats, warm blankets, etc. for protection against the weather. All such items are to be RED, WHITE, or BLACK in keeping with our color scheme.

PARADES

- 5.8 Parades are a necessary part of our activity as they serve a community function and give us exposure. Spring parades are mandatory for all members of the band.

CONTESTS OR FESTIVALS

- 5.9 The contest is a fraction of the marching band experience at Fort Hill. Our ongoing success at this effort is a result of the work we put forth every year to be the best at what we do, not what others do.
- 5.10 The contest experience carries with it a tremendous amount of emotion. Because of the amount of time, work, and discipline necessary to produce a top-level band, we become very close to each other. We share hardship, discomfort, at times unending tedium, fatigue, oppressive heat, chilling cold, disappointment, tears, joy, and success.
- 5.11 The marching season is one of considerable tension where individuals often react in somewhat immature ways. Working together, we learn to avoid these normal reactions to stress and to channel our energy and attention toward the most careful preparation in the pursuit of excellence... the ultimate performance.
- 5.12 We learn to stand with pride when results are announced and accept the results. We learn to respect those who have earned the right to score ahead of us and to gracefully accept our own successes. We will often find competitors who will not understand our being able to congratulate those who are ahead of us and our being able to appreciate their performances. These are the unfortunate, for they will never know the real meaning of competition and the reasons for participating. They will think that coming in first is the same as winning. Our turn in the winner's circle will come when we deserve, through our preparation and performance, to be there.
- 5.13 Our image depends upon every individual. Our public manner, appearance, and projection of pride and organization are everyone's (staff, student, parent) responsibility.
- 5.14 The contest and festival schedule changes from year to year and may vary in the number of performances because of scheduling.

BAND CONCERTS & ADJUDICATIONS (including Jazz, Percussion, and Small Ensemble)

- 5.15 Band concerts are given on three regular occasions each year: Winter, County Adjudication, and Spring. On the event we make it to states, an additional Adjudication

is added to the schedule. Any group at any time may be called upon at any time to perform for the school or community as needed. Specific dates for the year are usually published at the start of school and following the Winter Break.

- 5.16 Preparation for band concerts and adjudications provide excellent opportunities for students to learn about and perform a wide variety of historically significant and musically rewarding compositions. Student musicians are expected to continue the high level of commitment and cooperation required of them during the marching season.

PEP RALLIES

- 5.17 The band will perform at pep rallies as necessary. Music selection will be by the Band Director and squad Advisors.

SPRING AUXILIARY PERFORMANCES

- 5.18 Following the conclusion of the Fall marching season, the auxiliary squads often continue their practices and performances at any number of events. The group Advisors are responsible for these events and communication regarding them will come from those staff members. Students are reminded to not forget what they are a part of and maintain their pride and decorum regarding who they are, what they do, and how they represent it.

6.0

ATTENDANCE

- 6.1 Required status: Attendance at all rehearsals and performances is expected. The only excuses acceptable (per Allegany County policy) are significant personal illness, death in the family, or true family or personal emergency. Band members are expected to adjust their schedules and do homework around the rehearsal and performance schedule (see 3.0 and 4.0 Unexcused absences may result in the loss of a band award, a lowered grade, or suspension from performance.
- 6.2 Transportation: Should you have a transportation problem, have a backup available such as a band member who lives nearby who could pick you up. Transportation is a family concern and lack of it will not be an acceptable excuse for poor attendance.
- 6.3 Excuses: A written (not verbal) explanation of absence, **at least one week in advance or immediately when the student returns to school**, must be given to the Band Director (or squad Advisor) for each occurrence. The writing of an excuse by a parent does not necessarily mean that it will be acceptable. Determination of excuse validity will be up to the discretion of the Band Director, Advisors, and school administration.
- 6.4 Emergency: Students who find they must be absent from a rehearsal or a performance due to a true family emergency or significant illness are to phone the Band Office **(301.722.4596)** and/or their squad Advisor and leave a message prior to the report time.

- 6.5 Promptness: It is necessary that all members be prompt for all rehearsals and performances. “On time” is late – early is on time! Being on time is a family responsibility.
- 6.6 Tardiness: Attendance will be taken at the indicated report time for all rehearsals and performances. Those not in attendance or not previously excused will be called to verify whereabouts and reason for being absent. Meetings/stretching/warm-ups are not any less important than our other activities – tardiness from these events will be disciplined.
- 6.7 Employment: Jobs are not a reason for missing events. The band schedule is published months in advance to allow you to adjust your work schedule.
- 6.8 Performance suspension: The Band Director, at his discretion, may suspend a student for one or more performances for failure to attend rehearsals, extreme or frequent tardiness, behaviour issues, insubordination or general unpreparedness.**
- 6.9 Going home with a parent from an event: Members who wish to travel **from** (not to) a performance site with a parent or guardian may be signed out by such individuals at the busses following an event’s completion. The Band Director and band staff will have the bus rosters next to the parking area. **Only parents/guardians may sign students out, and will do so by providing a written note that includes the name of the student being picked up, parent/guardians name, and appropriate phone numbers. Any parent wishing to have their student member be picked up by someone other than themselves must provide that information in writing to the band director before departing the school for the event.** Once the busses arrive back at Fort Hill, students may depart freely.
- 6.10 School absence: Absence from school the day of a rehearsal or performance (the Friday before, if on a weekend) will require the student to not receive credit for that performance, per county policy, regardless of how “big” the event is.

7.0

UNIFORMS AND EQUIPMENT

- 7.1 The uniform symbolizes the pride of the individual in the organization. We are fortunate to have very good looking uniforms that, when worn properly, projects dignity and authority. It is everyone’s responsibility to see that all members respect and care for their uniform and that it is worn and stored properly.
- 7.2 The band uniforms are generally issued during Week 1 of Band Camp; the auxiliary uniforms are issued by the advisors at their discretion. Every attempt is made to make this process as expeditious as possible. All students are responsible for the proper care of their own uniform and for the reporting of any problems.
- 7.3 Members are to handle only their own uniform. You are financially responsible for your uniform and will be charged the replacement cost of the missing part(s).

- 7.4 The uniform will be drycleaned by a professional several times throughout the year. Students will be charged for this drycleaning. We dry clean in bulk to keep the cost down. If a student's uniform is not hung on the rack to be cleaned it will be the students responsibility to get it cleaned at their added expense.
- 7.5 The uniform is to be hung up and stored carefully after each and every wearing.

UNIFORM WEAR AND CARE

- 7.6 The Color Guard and Sentinelettes wear different uniforms. Squad advisors will inform members of those requirements. The information provided herein applies to wind, percussion, and Honor Guard members specifically.
- 7.7 **THE UNIFORMS ARE DRY CLEAN ONLY!!!**
- 7.8 Jackets/tops are to be only worn complete with zippers fully closed. Ever! Capes or gauntlets must not be removed at any time.
- 7.9 When hung on a hangar, confirm pants seams are correct and jackets/dresses are straight at the shoulders and fully zipped. Pants must be hung carefully so as to preserve the crease and maintain the appearance. If they get dirty for whatever reason, tell someone, do not attempt to clean yourself! Pants are to be worn with the attached suspenders up at all times. Trouser cuffs must be hemmed to lightly touch the shoe laces.
- 7.10 The hat is to be worn on the front of the head just above the eyebrows, not on the back and not balanced on top. The chin strap is to be buckled under the chin to hold the hat in place.
- 7.11 All jackets and other uniform components will always remain on unless you receive instructions to remove them. When removed, the appropriate t-shirt must be on underneath (other things may be layered underneath it) or you will not be allowed to remove your jacket.
- 7.12 Take care not to slide your hat or other parts of your uniform against any surfaces to avoid damage.
- 7.13 When putting the hat away, be careful to get the correct box!
- 7.14 Feather plumes will be issued just before wearing and collected after. The plume is to be inserted carefully and not inverted so as not to damage the feathers.
- 7.15 The plume must be protected from the rain. They will be permanently damaged if allowed to get wet. If it rains, remove the plume and place it inside the hat to prevent damage.
- 7.16 Gloves must be kept clean or replaced.

- 7.17 Band members are responsible for purchasing their own gloves. The acceptable gloves will be available for sale during Band Camp.
- 7.18 Shoes for students who wear the band uniform are to be of the patent-imitation Oxford marching shoe style by Dinkles. Each band member must purchase his/her own shoes. We will order these at Band Camp; they are comfortable and moderately-priced. Shoes for the Color Guard and Sentinelettes will be announced by the Advisors.
- 7.19 All shoes are to be cleaned and polished for ALL performances.
- 7.20 Members must have BLACK socks of at least calf-length (not ankle.) Color Guard members must have panty-hose.
- 7.21 No visible jewelry, including earrings, is to be worn during marching performances unless it is part of the performance costume.
- 7.22 No colored nail polish is to be worn where visible.
- 7.23 Every person takes equal responsibility for keeping our uniforms clean and neat!
- 7.24 Uniform replacement costs: \$600.00
 - 7.24.1 Color Guard "Reds" Uniform, \$200.00
 - 7.24.2 Sentinelette "Reds" Uniform, \$200.00
- 7.25 The uniform is to be transported at all times in the garment bag.
- 7.26 There may be no rings in the face or mouth and no hair coloring permitted during the marching season from any member. Ears may be pierced with post-style earrings only for safety.

INSTRUMENTS AND EQUIPMENT

- 7.27 We are fortunate to have the equipment at Fort Hill that we do. Especially in our percussion section, we are envied by many other schools in the state for the quality and quantity of equipment we own. Many of the items in our inventory are very expensive in and of themselves, not counting the money invested in all the "little things." All equipment is to be treated with the utmost respect at all times. Students are NOT to handle school equipment they have not signed-out to use. Period.
- 7.28 Before a student may use school-owned equipment, it must be signed-out. Upon signing it out, the student will be made aware of any necessary care issues. From this moment, the maintenance of the equipment becomes the responsibility of the student and the family.
- 7.29 Regular maintenance and minor repairs are the financial and ethical responsibility of the student and parent. Any large or unusual needs will be handled individually through the school. Students are to communicate any issues regarding school-owned equipment with the Band Office.
- 7.30 It is wise for families to insure personal property, especially if the property is used outdoors during marching season. Damage to personal property is not the responsibility

of the school; students are to take care of their own “stuff” responsibly as a young adult should.

8.0

FINANCIAL OBLIGATIONS

MANDATORY PURCHASES

- 8.1 Most of these items are ordered in late Spring or during summer Band Camp.
- 8.2 **Wind and Percussion members** need to have the band shoes, gloves, and at least one band t-shirt (though most people buy two or three). The proper items are specified during summer band camp and are ordered in bulk to keep individual costs low.
- 8.3 Auxiliary squads’ financial obligations and purchases are managed by their Advisors. The Sentinelettes and Color Guard in particular, have many other various purchases which the Advisors manage.

OTHER STUDENT PURCHASES

- 8.4 Other items will be available for purchase during Band Camp including clothing and music maintenance items. Such items include flip folders, binders and clear plastic sheets(a student needs about 30), valve oil, reeds, cleaning kits, and more. Many of these are not optional purchases, but are left up to the individual to purchase themselves as there is no savings in ordering them in bulk.

9.0

BUS TRIPS

- 9.1 Our travel as a group will normally be by school bus or charter motorcoach.
- 10.1 All bus sign ups are done during Band Camp. Students become eligible to sign for a bus when their paperwork is complete and turned-in. These assignments then become for the year and can not be negotiated. If a bus becomes disproportionately full, it will be closed for further students. It is to a student’s benefit to turn in their paperwork as quickly as possible. Color Guard and Sentinelette members will be generally placed on Bus 3 for uniform-changing purposes.
- 11.1 Bus chaperones will have bus lists and will call the roll before each departure. Students will cooperate by remaining quiet and answering only to their name.
- 12.1 Students will not change busses for any reason. Only the Band Director has the authority to change bus and seat assignments and will do so as necessary.
- 13.1 All riders on the bus must be sensitive to the captive audience on the vehicle. The noise level must be kept moderate to quiet to allow others to rest and concentrate on their pending performance. Portable audio/visual devices must be used with earphones.

Activity on the bus must be thought through so that you do not endanger yourself or cause disturbance to others.

- 14.1 All band members are required to follow the instructions of their bus chaperones. If they request that you be less noisy or that you should refrain from a specific activity, you are to obey them immediately.
- 15.1 When we arrive at any destination all band members will remain seated until instructions have been given. Be patient. Time will be saved and mistakes avoided by waiting just a few minutes more.
- 16.1 When it is necessary to travel in the uniform, care must be taken so that they will be performance ready upon arrival.
- 17.1 It is necessary that we keep the busses clean. Pick up all trash. Don't wait for someone else to do it.
- 18.1 Parental permission is required for all band members in order for them to take any trips. Such permission is given blanketly by signing and returning the Handbook agreement for the entire school year.**

10.0

FUNDING

- 10.1 It is a fact of life that it takes large amounts of money to operate an organization such as the Fort Hill Band. We are fortunate to have the level of financial support from the Band Parents' Association that we do. This band parent support is on the order of at least \$40,000 a year. We are enabled by this support to have guaranteed transportation and to possess some of the finest equipment in the state. In order for this to continue, we need as many active parents as possible to volunteer their Fall evening time in the concessions. This is the bulk of our operating funds including transportation, staff pay, instruments, materials, and more. **WE NEED AS MANY PARENTS TO WORK IN THIS AREA AS WE CAN. Please volunteer** your time in our stadium concessions whenever you can – you can contact a member of the Band Parents' Association to ask how you can help or **JUST SHOW UP AND HELP!**
- 10.2 Any Spring trip we take is “on the family.” We run a series of fundraisers each year to offer students the chance to fundraise the cost of their trip away. Indeed, many students do not pay for their Spring trip each year simply because of their fundraising efforts. Spring trips are generally not optional – in order to make the trip meaningful, we need all members present. Therefore, students and their families are to actively participate in our fundraising efforts to offset any trip expense.
- 10.3 Each student is expected to maintain a certain balance in his/her personal account. The total fundraising goal and deadlines for all balances are announced in the Fall. Students and their families may elect to participate in the fundraising projects as a means of reaching the goal amount, or parents may deposit monies directly into their child's account. All account deposits must be accompanied by a envelope that is labeled with **STUDENT NAME, AMMOUNT INCLUDED, WHAT IT IS SPECIFICALLY FOR, AND**

TYPE OF CURRENCY. A record of the student's account is available at any time from the Band Office. If an individual receipt is desired, please ask for one.

- 10.4 Money paid, fundraised, or committed to the school is non-refundable. When a student reaches his or her senior year, any remaining balance in their personal account becomes absorbed by the general band fund.

11.0

AWARDS

- 11.1 Awards will be decided by the Director with the aid of the band staff.

12.0

BAND AUXILIARY

- 12.1 If a student is interested in auditioning for a position in the Color Guard or Sentinelettes, they are to communicate this interest to the squad's Advisor no later than the week before try-outs are set to begin. Each squad's Advisor will provide the necessary information for participation in these groups.
- 12.2 Auxiliary members are, in a sense, "ex-officio" performers with the FH Band. They integrate for almost all of the Fall practices and performances and, hand-in-hand, form a significant part of the program. Though the instrumentalists and dancers are actually enrolled in classes at Fort Hill, the same standards of conduct and excellence apply to our auxiliary members as well.
- 12.3 When the auxiliary units are operating in rehearsal or performance away from the marching band, even after the Fall seasons have concluded, it is necessary to still remember their role and association. At Fort Hill High School, these auxiliary members are components of the marching band program whether with the band or not; as such, they are to represent Fort Hill High School in one of the most visibly respectable ways possible.
- 12.4 Specific needs and procedures for each squad above and beyond this Band Handbook will be provided by the advisors. Students are to be mindful of these added requirements and follow those policies with similar vigilance.

13.0

LEADERSHIP SELECTIONS

DRUM MAJOR

- 13.1 Selections for the position of DRUM MAJOR with the Fort Hill Band are held in May.
- 13.2 To qualify as an applicant, a member must:
 - 13.2.1 Be a current curricular member of the Fort Hill High School Band.

- 13.2.2 Have at least one full year of marching band experience at Fort Hill.
- 13.2.3 Be academically eligible according to Allegany County standards.
- 13.3 Qualified applicants must:
 - 13.3.1 Obtain an application packet from the Band Director and return it by the prescribed date. All components of the application must be completed according to the guidelines in the packet. The packet goes into much further detail regarding the qualifications and selection process.
 - 13.3.2 Be present for the final interviews on the prescribed date.
 - 13.3.3 Receive a favorable evaluation on the conducting audition from the panel (Band Director, Assistant Band Director, Honor Guard Advisor, Color Guard Advisor, Sentinelettes Advisor.)
- 13.4 Failure to successfully satisfy any responsibility or requirement in the application/try-out/interview process will result in the immediate disqualification from the remaining proceedings.
- 13.5 Selection of the successful candidate(s) will be made by the Band Director and selection committee. Such decisions will not be discussed with anyone at any time.
- 13.6 Applicants selected for the position of Drum Major will be expected to attend a band leadership and training camp and the Fort Hill Band Leadership Clinic during the summer. The tuition at the training camp will be paid by the Band Parents' Association and the location will be decided by the Band Director – transportation is the student's responsibility.

SECTION LEADER

- 13.7 Selections for the position of Section Leader with the Fort Hill Band are held in May.
- 13.8 To qualify as a potential choice, a member must:
 - 13.8.1 Be a current curricular member of the Fort Hill High School Band.
 - 13.8.2 Have at least one full year of marching experience at Fort Hill.
 - 13.8.3 Display academic progress on their grade reports.
 - 13.8.4 Be a top performer and have the ability to command respect from the other section members as determined by the Band Director.
- 13.9 Students will be selected by the Band Director based upon their knowledge of the child and the observations of the student's work throughout their tenure.
- 13.10 Students selected for the position of Section Leader will be expected to attend the Fort Hill Band Leadership Clinic during the summer.

AUXILIARY LEADERS

- 13.11 Selections for a leadership position with the Fort Hill Band Auxiliary are held during the squad auditions in the spring. Please inquire with the squad advisors for this information.
- 13.12 Students selected for Auxiliary Leader positions will be expected to attend the Fort Hill Band Leadership Clinic during the summer.

**PLEASE DETACH, SIGN, AND RETURN THIS PAGE ONLY
TO THE BAND DIRECTOR.**

Student's Name, clearly printed (Last Name, First Name)

Circle one:

WIND PERCUSSION COLOR GUARD SENTINELETTE

“This is to certify that I have read and understand this Handbook in its entirety and will abide by it.”

Signature of Student

Date

Signature of Parent/Guardian

Date