

2020-2021

Topsail High School Bands & Performing Ensembles

Band Handbook

*Please sign and return the **last page only**. Please keep the handbook for your reference.*

Welcome

Congratulations! You have done it—you have chosen to become a member of a proud tradition of musical excellence! You have just become a member of what will be a second family for life! Becoming a member of the high school band will allow you to continue to “carry on the torch” that thousands of other Topsail High School Band Students have carried—only you get to add your unique qualities and contributions to the group. Through membership in this organization, you will be pushed harder and harder to meet your goals—both long term and short term. You will learn the principles of work ethic, dedication, leadership, responsibility, and commitment, helping you to become a better-rounded, driven individual. In the process, however, you will have more fun, and make more friends than you have ever had in your life!

COVID-19 ADJUSTMENTS

- There are many uncertainties as we enter this school year. The majority of instructions in the handbook are designed for in-person learning.
- These policies stated in this document may be flexible. The music director will make the decision on a case-by-case basis.
- Students will be required to wear a performance mask & use bell covers for instruments (winds only) provided by Pender County Schools at every rehearsal.
- Virtual learning is equally as important as in-person education this year, and expectations for completion of assignments remain the same.
- Students will be required to complete a daily attendance survey to report present during their Virtual Learning days.
- **ALL WORK WILL BE GRADED FOR ACCURACY AND OVERALL EFFORT. THE SAME AS IT WOULD BE IF WE WERE IN THE CLASSROOM.**
- Please take online learning seriously in order to receive credit for the course.
- Time Management: during virtual instruction, schedule your days around your four classes. Wake up on time, attend the class, and complete your work fully and on time. These are the same expectations your employers will have when you enter the workforce.

Band Policy

In order to assist band members and parents in understanding areas of responsibility, a statement of band policy is herein set forth. Becoming familiar with the policy will enable each individual to make the most of this great opportunity to be a member of the high school band program, becoming a better person and a better musician.

We firmly believe each student should improve through regular practice. When the student has lost the will to improve him- or herself or to make a better contribution to the band, he or she is wasting the time and effort of fellow members and the community by continuing in the program. The happiest student is one who improves through regular habits of practice and daily progress. He or she must not only know right from wrong, but must be able to stand up for principles and develop a high sense of purpose toward which he or she is willing to work. Responsibility is the focus behind any level of achievement within this program. We intend to conduct ourselves in a manner that will facilitate the learning of all students.

Objectives of the Band Program

- To teach music by its actual performance
- To develop performance skills on the various wind and percussion instruments
- To provide for the musical needs of the school and community.
- To develop discrimination with regard to the selection of music.
- To acquaint the students with music theory/history and how history and musical composition relate to students' lives and musical experiences.
- To provide all students with the opportunity for worthy use of their time, a means for self-expression, and a healthy social experience.
- To develop the ability to function as a responsible member of a group, enhance interaction, and develop 'Pirate Pride'
- To foster leadership skills within each student.

Band Technologies and Communication

Remind

This is a free text message system for students and parents.

- If you are a parent text: @wentzek to 81010 to sign up
- If you are a student text: @topsailb to 81010 to sign up

Website and Email

Almost all of the communication will be going through the website and email. This includes the calendar, forms, absence forms, access to charms, booster meeting notes, classroom updates, and more. Please 'bookmark' the website at your earliest convenience. The URL address is: www.topsailmusic.weebly.com

Charms

This is a system that has everything from Finances, Attendance, and Inventory on it. It will also have vital information for the program. To log on please follow these instructions:

1. Go to: www.charmsoffice.com
2. Under "ENTER/LOGIN" select "Parents/Students/Members"
3. School Code is "topsailmusic"
4. Your entrance code has been sent to you. If you have questions about it please contact Mr. Wentzek. jake_wentzek@pender.k12.nc.us

Calendar

This calendar contains all band performance and rehearsal dates. This calendar will also be available online via the THS website AND on Charms. It is imperative that all students view the band calendar and compare it to their own personal calendar. You can sync the calendar or link it to your email address by doing this:

1. Log on to charmsoffice.com
2. Select "Calendar"
3. Up in top left hand corner select "Sync Calendar" and follow instructions.

OR

1. Go to app store
2. Download the 'CharmsOffice' app and log into your account

Band Curriculum

Wind Ensemble

The symphonic band is the “wheel” of the Topsail High School Band, and all other activities are “spokes” of the wheel. In other words, symphonic band is the premiere performance organization of the group, and will be where a large majority of musical skills are learned. Through participation in Concert Band, students will learn fundamentals of timing, tuning, tone, and technique—all fundamentals for any successful musician. Generally, grade 5 or 6 literature will be performed.

Symphonic Band

Although Wind Ensemble is the premier group, Symphonic Band will be studying the same literature and methods. It will mainly be comprised of Beginning and Intermediate students. Generally, grade 3 or 4 literature will be performed. However, if the student chooses to audition for Wind Ensemble they may. Their acceptance into Wind Ensemble is based off of participation and final grades in class. Acceptance into Wind Ensemble is solely up to the Band Director.

Marching Band

The Topsail High School Marching Pirate Band is the most visible part of the Topsail High School Band Program. From football games, to parades, to other community events, this group will be prevalent in our school, and our community at large. For this reason, the Marching Band will be held to just as high moral, musical, and academic standards as symphonic or concert band.

“Marching Band Season” will typically span from early August until the conclusion of football season (generally the first week in November unless the team makes the playoffs), with occasional parades during other times of the year. All students are encouraged to participate in Marching Band.

Color Guard & Winter Guard

Students who are interested in dance, choreography, and movement may choose to audition for our marching auxiliary unit. The color guard is an extension of the winter guard program and is sponsored by the Topsail High School Music Boosters, and instructed by Ms. Brandie Woodcock. Auditions are usually held in April.

Jazz Band

Jazz band is an optional activity, but is strongly encouraged. Traditional Jazz Bands include Trumpets, Trombones, Saxophones, Piano, Guitar, Bass, and Drums. The Jazz Band typically performs at various events throughout the spring semester, including civic functions, Jazz Band-Specific Concerts, Jazz MPA, and many other venues. Students interested in becoming a member of the THS Jazz Band will be able to sign up after the Winter Concert by seeing Mr. Wentzek. Auditions are expected and

requirements will be posted at this time as well. Jazz Band meets Monday-Friday 7:30 – 8:15am prior to first block starting. Students will receive a “0” credit for this class, but it will show up on their transcript. Attendance and grades will be taken daily just as if it were during regular school hours.

Chamber Ensembles

All students will be given the opportunity to perform in various Chamber Ensembles—students are encouraged to perform in at least one Chamber Ensemble opportunity throughout the year. The Various Chamber Ensemble Opportunities include Brass Choirs (trombone, low brass, trumpet, brass quintet, etc.), Woodwind Choirs (flute choir, clarinet choir, saxophone quartet, woodwind quintet, etc.), and Percussion Ensemble(s).

Various trio, duet, quartet, and quintet opportunities (you are responsible for getting these groups together, but I will help you find music). Many of these groups will be given the opportunity to play in front of large audiences at the Fall Concert, the Winter Concert, and the Spring Concert as well! Remember, the more of these opportunities you get yourself involved in, the better off you will be.

Leadership Workshop

The leadership workshop prepares students to become effective leaders within the band program and beyond. Students may elect to attend a leadership workshop by Tim Lautzenheiser. Students are required to participate in the THS Leadership Camp in the spring.

Summer Instruction

There are many nationally known summer institutes for instrumental instruction. Some of the best are Brevard Music Center, Sewanee, Interlochen Arts Camp, Aspen Summer Music Program, Kinhaven, Keystone Brass Institute, Tanglewood, and ECU Summer Band Camp. There are also regional summer music camps at local universities. The band director will be glad to assist you in any way.

Private Lessons

As one might expect, private lessons on a music instrument are the best way to improve performance skills. The one-on-one approach allows the student to benefit from individual attention as opposed to being one in a class of more than fifty. A recent survey of students in the all-state band revealed that approximately 80 percent of the student in band study privately. Students are generally more inclined to practice diligently for a weekly music assignment, and this discipline increases the student’s enjoyment with the instrument. The band director will be more than happy to assist in the selection of a private teacher.

All-State, District, and County Band

Members of the band program are eligible to audition for the all-state and district or county bands. District auditions are held in January at J.H. Rose High School. In early March is the audition for all-state in eligible and county band is in October.

Rehearsal Policy

Rehearsal will begin and end on time! Your time is as valuable as mine! Students will make up their tardiness at the end of rehearsal.

Marching Band - the Topsail High School Marching Band will meet during the fall semester of school on Monday, Tuesday, and Thursday from 4:00 – 6:15pm on the practice field during “Marching Season”. The director reserves the right to schedule an extra rehearsal on open Friday/Saturdays when a competition is in the near future. However, a two week notice will be given to parents/students if we do an extra rehearsal. If weather does not permit, rehearsal will be a music rehearsal inside of the band room. In addition, it is a **requirement** that all students attend band camp, which will start exactly three weeks before the start of school in the summer. Any student not attending band camp will be dealt with on a case by case basis. Some form of written documentation (Email or letter) must be sent to the director, containing student name, reason(s) for missing camp, and a daytime phone number, so that director can plan accordingly. Students who miss band camp will be required to complete alternative assignments to bring them up to speed, and may lose their privilege to march in the halftime show.

Sitting Third Quarter

During marching season, students will sit during the third quarter of football games for the following reasons:

- Failure to pass-off music by the allotted deadline
- More than one unexcused rehearsal or tardy per week
- ANY infraction of disrespect

The director is responsible for the interpretation and enforcement of the of the tardy and attendance system, and may hold a student out of a performance if deemed necessary.

Concert, Symphonic, & Wind Ensemble - The band will rehearse the majority of the time during class time. However, there may be after school rehearsals during the spring semester in preparation for MPA. Again, this information will be on the Music Department Calendar. These rehearsals will also be required and for a grade.

Chamber Ensembles - Rehearsals for these extra groups will largely require organization on part of the students involved. It is your job to get together with your group and rehearse, prior to the dress rehearsal/concert for chamber ensemble concert.

Attendance Policy

The only excusable absences are prearranged school conflicts and those that would be excused by the school for regular attendance records, e.g. illness, a death in the family, or a religious holiday. Individual needs will be addressed as they occur. This system is subject to modification by the director.

Important note! Required performances include but are not limited to: Fall Concert, Winter Concert, Spring Concert, Graduation, football games, competitions, parades, and more. PLEASE refer to the music department website (listed above) to ensure you know all the dates. This is the sole responsibility of the student. **Performance no shows!** The student will receive an automatic “0” with no make-up possible and/or the lowering of one letter grade on his or her report card.

For *all* absences the following procedure must be followed by the student and parent:

- The director must be notified in advance
- An absence request form must be filled out on the Music Department Website
- For illness, a parental note or doctor’s excuse must be submitted.
- Although cleared by the school office, absences from a band activity that same day must be cleared with the director as well - please call or email the band director.
- In extreme cases, a phone message may be left on the band answering machine with a follow-up personal call.
- Follow-up is the sole responsibility of the student!

The mere filing of an absence request form does not constitute approval. The above policy is cut and dry in regard to what is excused.

Conflicts with Band

Resolving conflicts between band and other activities or events is the responsibility of the student. Rehearsal and performance schedules are up on the website and public information. Rehearsal and performance schedules are given out in advance (February 27, 2017) so that arrangements can be made. Students will need to consult the band director if they are involved with other activities that are a direct conflict with rehearsals before they miss one. Students should have the calendar and be aware of all band dates well ahead of schedule. It is policy of the band director to assist students when conflicts occur within the scope of the band policy. Students are reminded that band is very demanding activity and that involvement in outside activities should be limited to those compatible with the band schedule. All conflicts with performances must be resolved in favor of the band participation. **Work is not an excuse for missing any band activity.**

Fund Raising

The Pender County Board of Education is very generous in its support of the Topsail Band Program—however, this money is only to be used for specific purposes. The band has many financial needs that these funds cannot cover—therefore it is necessary the THS Band Program to Fundraise in order to meet all financial needs.

All students are **required** to participate in the various fund-raising opportunities—or they must make an arrangement with the band director. The THS Pirate Classic is one of the biggest events we do all year. Your attendance will be required in order for the program to succeed.

In addition, fund-raising will provide opportunities for students who need financial help. For example, students who need assistance with trips, clothing, etc. may participate in additional fund raisers in order to meet their needs. These arrangements must be made with the director.

Some examples that these fund raisers help with include the following: uniform purchases, uniform cleaning, band t-shirt, band camp costs, entrance fees for festivals and contests, music, and more. There is a number of items needed that the boosters generously cover. We need as much help with all of these events as possible.

Grading Policy

Grades are assigned for the band class and performances, which are cocurricular(see below). Students in the Topsail High School Band will be graded based on the following immutable scale.

Semester (Quarter 1 and 2) breakdown:

70% Formative

30% Summative

(Formative) Performances – 40%

(Formative) Playing Assessments & Individual Development Assessments – 30%

(Summative) Daily Participation/after school rehearsals/ band camp – 30%

Final accounts for 20% of overall grade in class

Participation – Will be based on a 100 point scale. Each day of the week is 20 points. You are automatically given 20 points at the start of each rehearsal. If you listen and pay attention you keep those points. Examples of points being taken away include: tardy to class, tardy to seat, no pencil, no instrument, no music, talking, insubordination, etc...

Google Classroom – This year we will be using Google Classroom for virtual weeks. MOST of your assignments will be on this platform including written tests, playing assessments, and more. This will take place of the face-to-face instruction platform we normally use.

Fall 2020 Google Classroom Codes

- 1st Block Percussion & Colorguard: **ag7gg32**
- 3rd Block Marching Band: **6bu4jjh**
- 3rd Block Concert Band: **sniyxya**
- 4th Block Marching Band: **jtezcv**

Written Tests – Will be based on basic music theory skills such as identifying intervals, harmonies, key signatures, counting rhythms, basic musical analysis, general events in music history, and defining musical terms. Test dates will be announced at least 2 weeks in advance to provide ample time for studying.

Playing Assessments – Will be held **each Friday** during class. Students will be provided a schedule at the beginning of the semester. They will be posted in class and on the music

department webpage. It will consist of material that the band is working on at a given time, scales, or a director-chosen etude.

Playing Assessment Rules

1. You get two shots to get it correct
2. One minute maximum to get through excerpt
3. There is no make-up for this grade
4. If you are absent you have 5 days to make it up per THS Handbook Policy
5. You will be allowed to drop **ONE** playing test grade by:
 - a. Attending a professional winds concert, orchestra, or chorus and bringing me the program.
 - b. Having a 90+ on all other playing tests
 - c. Never being tardy to class

Individual Development Assessments – will be held every 6 weeks in place of a playing assessment. This will also be on the schedule posted on the band website. Students will be allowed to choose their own etude to play, but it must be aligned with their self-assessment at the beginning of the semester.

******Important****** – *The THS Band is a co-curricular activity. Students receive grades for practice, rehearsal and performances/tests. The grade the students receive will reflect their participation level or lack thereof. Unlike a written test, it is virtually impossible to make up a performance. The whole group suffers from the tardiness or absenteeism. Each student will receive a weekly grade in addition to his or her performance grade. Absenteeism within daily rehearsals or the after-school rehearsal will result in a lowered grade (see Absence Policy).*

Duties of the Band Member

- Be on time to all rehearsals and performances. **Early is on time – on time is late.**
- Upon entering the rehearsal setting, get your instrument, and go directly to your seat.
- When the director or staff members steps on the podium or asks for you attention, all talking should cease.
- Come to rehearsal with a good attitude.
- There should be no excess playing, only good, solid material.
- Make a real effort to improve on a daily basis, and establish a good practice routine.
- At the end of the rehearsal, put all materials in their proper place.
- **Maintain a strong academic standing in all course work.**
- Become responsible for and assume responsibility for your own actions. Admit when you are wrong.
- Have proper respect for yourself and those in authority.
- Read and play music insight – have musical expectations.

Importance of Attitude

The greatest single factor that will determine the success of any individual or organization is **attitude**. The kind of person you are is an individual choice, and how you feel about something is one of the few actual independent choices you have in life. It takes intense dedication to reach goals. Students should learn to discipline themselves to practice fundamentals daily. The right attitude must be present along with sincerity, concentration, and dedication as the basic

foundations. Such an attitude makes an artistic performance inevitable and is the difference between a winning organization and a mediocre group. The band can do much for you. Make the most of it in every rehearsal and performance.

Importance of Discipline

Because of the nature of the organization, band discipline must be strict! Band students and parents must believe in the ideals, principles, and philosophy of the organization. Each member must always be aware of good behavior and think for him- or herself. Any misconduct casts a bad light on the school, community, and band program. Any member who discredits the organization by his or her conduct or actions in band, in another class, or on a trip shall be subject to the dismissal from the band program or lose a privilege within the program. This may include the chance to go on a spring trip. The decision will be at the director's discretion.

Parents Responsibility to the Band

It is the responsibility of every parent and guardian to see that the policies outlined in this handbook are followed and that the form in the back is signed and returned. This states that you understand the policies set within and that any questions are to be directed to the band director by making an appointment or via email. Each parent is responsible for the attendance of his or her child at all band functions. It is the responsibility of each parent to see that the child practices his or her instrument daily. The hands of the directors are tied without the help of parents.

How Parents Can Help

When a band question arises, it is important that you get factual information before discussing it with others. We do more harm to ourselves, the band family, when we talk about things that contain one or more falsehoods presented as facts. If questions arise, it is important to remember this axiom: If it is a performance issue or anything dealing with the band proper, contact the band director. If it is a fund-raising question or anything dealing with parent issues, talk with the booster club president.

- Show interest in the musical study of your child
- Arrange a regular time for your child to practice
- Find a quiet place where he or she can practice without interruption
- Listen to performances of practice material when asked to do so
- Help the student keep a daily record of practice
- Keep the instrument in good repair, and keep at least three reeds in the case; Get a metronome!
- Be careful with school-owned instruments. Repair costs are high!
- Teach your child to be prepared and on time to each rehearsal or lesson.
- Provide private instruction!
- Make faithful attendance at all band activities important
- Keep the handbook in a safe place and refer to it often
- If a student is absent, make sure his or her folder gets to the school if the student shares it with someone.
- Make sure the students have their instruments.
- Visit rehearsals occasionally
- Attend booster meetings, concerts, games, and contests

Students Responsibility to the Band

As a member of this organization, you have a great deal of responsibility. These expectations coordinate with the privileges, rewards, and duties of the band program.

To Ourselves

You have the primary responsibility of developing your own abilities. The benefits of a good instrument and private instruction can never be overestimated. What you put into it is what you will get out of it. The director is always available for your guidance and encouragement – just ask!

To the School

Pender County Schools provides us with the resources for rehearsals, performances, and equipment. The band booster club also provides a support network, both financially and philosophically. We have the responsibility to provide the best possible services to our community.

To Music

Music has always been part of our culture. We must take what we have and use it for the betterment of that culture. No one expects you to be virtuoso musicians, only to do the very best you can. The great composer Gustav Mahler once said that only 10 percent of a piece of music is on the page. If that is the case, we as musicians have the duty of creating and producing the other 90 percent. It must be discovered and created.

To Each Other

We must always do what is best for the welfare of the group. There can be no selfish acts solely for the benefit of the individual. We are a family. Respect each other. If there are conflicts, find a way to resolve them. Never insult another band member's integrity. The word "band" implies that we are banded together without divisions.

Rules and Procedures

- Shoes and socks must be worn at all times for outside practice
- Cell phones **IN POCKET** in front of class
- Chewing gum is not permitted during any rehearsal
- Each band member must respect his or her uniform and wear it properly at all times
- Food and drink are not permitted in the band room
- No hats or sunglasses are allowed to be worn inside the building
- Be in your seat, warmed up, and ready to begin on time
- Respect authority and others, including their personal property
- A band member will wear no exposed jewelry while in uniform; civilian clothes must be tasteful. Only watches and your own class ring are permitted.
- Alcohol and drugs are strictly prohibited. All school district policies regarding such are in force during any band activity.
- Students are required to remain with the band after games and will be dismissed as a group.
- Do not damage property or equipment

- If you share a folder and you are absent make sure it gets to school.
- Students may practice in the band room before school, after school, during free periods, and during lunch. NO eating in the band room unless Mr. Wentzek has been notified

Marching Band Camp

Camp is taught by the director, camp staff, and student leadership. Camp is required of all students in the band. Approximately seven weeks of rehearsal time is crammed into one week, so attendance is a must! Parent volunteers will be in attendance to help out with whatever needs may arise. Camp will end at the conclusion of the parent showcase on Friday August 18, 2017 at 6:30pm.

During the camp there will be a date set for parents to purchase items needed. Music and Arts and Band Shoppe representatives will be here to assist. Checks and cash will be given directly to the representatives There will be a date given closer to band camp. What parents and students are responsible for are:

- Lyre and Flip folder
- Marching Shoes
- Black Socks
- Black Gloves

Football Games

- Report time for all games will be announced on each Thursday prior to the game.
- Students must wear full uniform
- For all games students will be dismissed after announcements in the band room.
- When marching to and from the stadium the band will stay at attention.
- **When you have class it shows – when you don't it shouts!**
- Only uniformed band members are allowed in the band section
- All members are to remain in their section. Any stands music will not be played unless rehearsed and approved by the director.
- There will be no eating or drinking in the stands. The band will have the third quarter off and must be back in their seats for the downbeat at the beginning of the fourth quarter.
- All members should be alert as to what is going on down front. Be ready to react immediately to instructions given by the drum majors or director.
- If a student leaves the band section, another student must accompany him or her and both must have permission from the band director.

Traveling

- If a conversation can be heard in the front of the bus, it is too loud!
- There will be no hanging out of or talking out of bus windows.
- Please lower the volume considerably when entering towns or stadiums. This is for your safety, is courteous to the bus driver, and an act of class.
- PLEASE keep the bus clean; pick up after yourselves, and always thank the chaperones and driver.

Awards, Letters, and Special Recognition

In order to letter in marching band, you must participate at least one full year in the band program. In addition, there will be several director chosen-awards on a yearly basis, including best marcher, best musician, best section, most improved, most “Pirate Band” spirit, most talented, and best all-around. In addition, the John Philip Sousa, Louis Armstrong, National Marching, and Director’s award will be available. In order to receive this award, students must show perseverance, hard-work, and excellent leadership and performance skills. In addition, small medals will be given to those who make district honor bands. For those who make all-state band, a trophy will be awarded. These awards will be given at the awards banquet and ceremony which will occur at the end of the year.

Senior Cords

In order to receive a “lilac” or light purple graduation, senior cord in band you must participate, and be enrolled in an advanced ensemble at least one semester your senior year of high school. Cords will be presented at the spring booster banquet in May.

Percussion Accessories

Each Percussionist should have the following materials as specified by the percussion instructor. This is their instrument!

- A pair of marching sticks (bass drum, snare, or tenors. Depends on your instrument!)
- A pair of general snare sticks
- A pair of yarn mallets
- A pair of rubber xylophone mallets
- A pitch pipe F-F or C-C
- A stick bag
- A pair of general timpani mallets

Instruments

Working, quality instruments are a necessity for success of a band program. Thus, they are a requirement for participation in the band. The school has a limited number of instruments, including tubas, euphoniums, horns, and percussion instruments. These are quality instruments which are funded through the board of education and the boosters. In order to rent one of these instruments, students must fill out an instrument-check out form. Students must take good care of these instruments. An assessment will be done when each instrument is turned in, determining the working condition of each instrument. Students will be held responsible for any damage done to these instruments.

Because the school instruments are of high quality, bought or rented instruments other than from the school must be of high quality as well. There are many decent instrument brands available which are of reasonable price. Be sure to consult the director before buying or renting a new instrument. There are many bad instruments which may prohibit the growth and development of students as players. The director reserves the right to disapprove of the use of any instrument/equipment which he deems not good enough for performance in the band. If purchase or rental of an instrument presents a problem for membership, consult the director.

Instrument Storage

PCS and the THS Band assume no responsibility for the theft or damage to student instruments left or stored at the school. There is storage area and lockers which may be locked by the student. Every effort will be made to secure these areas. The students may use these areas at their own risk.

Uniforms

The band will provide the following:

- T-shirt
- Hat and Plum
- Bibs
- Jacket and accessories

The student will be responsible for the following:

Summer uniform: Khaki shorts (finger-tip length) and a brown belt, plain white socks, low-top tennis shoes.

Marching uniform: Black marching shoes, black socks, and black gloves.

Dress uniforms will be kept at school and issued prior to each event and returned after the event. They will be cleaned by the booster club. **The uniforms are to be worn properly at all times!**

Pit: You will also be responsible for a black, button down, long sleeve shirt; and long black pants (you can wear tux pants with it!).

Concert uniform: PLEASE order this now!!!

- Ladies: black dress, close toed black shoes. Please follow this link to order the black dress: <http://www.stageaccents.com/sarina-ladies.html>
- Gentlemen: Full tuxedo (black jacket, black pants, white shirt, black bow tie, black socks, and black shoes). Cape Fear Formal wear has great deals on used tuxedos which is located in Wilmington, NC.

Uniform Inspection

Marching

In order for our group to be able to perform its best, it is important that all aspects of the uniform are completely in check. Therefore, it is necessary that we have a uniform inspection before we begin any marching band performance. Any member who does not pass inspection will not be able to perform in that given performance. Band members will be checked for the following:

- Cleaned, pressed uniforms
- Correct hems on bibs
- Cleaned, polished shoes
- Hair correctly worn – all hair must be up off the collar at all performances
- Jewelry – only watched and own class ring
- Clean, lubricated instruments
- Lyre and Flip Folder (winds only)

Concert

In order for our group to be able to perform its best, it is important that all aspects of the uniform are completely in check. Therefore, it is necessary that we have a uniform inspection before we begin any band performance. Any member who does not pass inspection will not be able to perform in that given performance. Band members will be checked for the following:

- Cleaned, pressed uniforms
- Correct attire
- Cleaned, polished shoes
- Jewelry – only stud earrings and pearl necklaces are allowed.

Do not get your ears pierced during marching band season! It will hurt with the shako on!!

Classroom Procedures

- You must be in the band room or in your seat when the bell rings; a downbeat will be given 3 minutes after the bell. During the 3 minutes beforehand you should move to your seat; obtain a music stand, music, and a pencil; and begin warming up for the days rehearsal. Make sure you have extra reeds. Percussionists should set up all equipment and music during the wind warm up. Announcements will be giving during the middle of class, and will be written on the board.
- Talking will not be tolerated
- The purpose of rehearsal is to understand how the music fits together. Not to learn your part. **Practice that at home.**
- If you must leave your seat, please ask. Restroom breaks need to be limited to before and after class.
- In your individual warm up, it is important to practice long tones, lip slurs, buzzing, scales, and that day's assignment.

Cell Phone Policy

Students are expected to put cell phones in the shoe holder in the front of the class BEFORE class starts. If at any time the cell phone is used and/or visible the director will do the following:

1. Confiscate the cell phone.
2. Write Level II Referral to grade level assigned administrator for Insubordination. **This is your warning.**
 - a. Director will call parent and inform parent that phone has been taken and given to administration for parent pick up.

Materials Needed for Class

Each student should have the following items in the class every day:

- A sharpened pencil
- An instrument (sticks and mallets for percussion)
- Music and folder
- At least three reeds (clarinets and saxophones) and spray bottles (trombones)
- At least two reeds (bassoon and oboe) and water canisters for soaking.

From time to time during the school year you will receive a materials grade (3 per semester). If you have the items listed above you will receive a daily grade of 100%. Your grade will be lowered for each item missing, but students will be given 2 days to bring in the missing items. After the 2 days the grade will be lowered with no make-up.

Music Booster Officers - Executive Board

President – Jenn Dinkins

Vice President – Doug Thumm & Teresa Memoli

Treasurer – Francine Bondos

Secretary – Phornphan Homiak

Parliamentarian – Shaun Lawrence

Be a Pirate!

All Pender County Schools & Topsail High School policies and procedures apply in all band activities in and out of the classroom. Please refer to your student handbooks for additional information.

Acknowledgement of Handbook

Please sign and return *this form only*. Please keep the handbook for your reference.

Printed Name of Student

I, the undersigned student, accept membership in the Topsail High School Band and understand that I am responsible for all policies set forth in the band handbook. I fully agree to carry out my responsibilities to the very best of my ability.

Student Signature

Date

I, the undersigned parent or guardian, have read and understand the policies as set forth in the band handbook. I also grant full permission for my child to be an active member of the Topsail High School Band. In addition, my child has full permission to attend all band functions. Furthermore, I understand that I must supply my child with all uniform and instrumental needs.

Parent Signature

Date

ONLY IF YOU ARE USING A SCHOOL OWNED INSTRUMENT:

Type of instrument(s)_____

Manufacturer_____

Serial number_____

Parent email address_____