

Middleton High School Marching Band Handbook 2018-2019



Directors: Mr. Brown, Mr. Ver Voort, Ms. Bedard
Color Guard Instructor: Mrs. Cole

CODE OF CONDUCT

Members of the Middleton Cardinal Marching Band are required to:

1. Conduct themselves in a manner which reflects positively on themselves, their family, the band, and the Middleton High School Community.
2. Comply with all school rules as established by the administration of Middleton High School, and all class rules established by the marching band directors.
3. Respect the rights and property of others.
4. Assume full financial responsibility for any school property which is lost, damaged, or stolen through negligence
5. Refrain from the use, possession, sale, or distribution of alcohol, tobacco, controlled substances, drug paraphernalia, or any other illegal or illicit substances at all times.
6. Refrain from any other unacceptable conduct contrary to the ideals, principles, and standards of the school including, but not limited to, inappropriate conduct on websites such as blogs, Facebook, Twitter, Instagram, Snapchat, sexting, cyberbullying, etc. and criminal behavior.

Middleton Cardinal Marching Band Attendance Policy

Attendance is expected at all rehearsals and performances of the Cardinal Marching Band – this includes summer camp, school day rehearsals, in-class rehearsals, and all home football games and marching shows.

Acceptable reasons to miss rehearsal include:

- Family obligations (communicated at least two weeks in advance)
- Athletic competitions (communicated at least two weeks in advance)
- Emergency illness/family (communicated as soon as possible)

Unacceptable reasons to miss rehearsal include social events, work, and practices/events for other groups (see below). Please clear your schedule for the specific marching band dates and times.

We anticipate some students having conflicts with MHS-sponsored athletics. Our policy is that you should never miss a performance or game for a practice or rehearsal. Conflicts between rehearsal and another practice (or between a performance and a game) should be resolved with a compromise that you work out between the band directors and the coach or other leader.

Bottom line: Keep a calendar, find potential conflicts in advance, and COMMUNICATE. Do not wait until a few days before to resolve problems.

Middleton Cardinal Marching Band Grading Policy

All Cardinal Marching Band members, with the exception of students in color guard, must be signed up for a curricular band for the 2018-19 school year. Because marching band functions as an academic unit within the concert band curriculum, it is a graded part of the class.

Grading for the marching band unit will be determined by rehearsal skills, performance assessments, and attendance.

Rehearsal Skills: Students will receive grades based on their contributions to the group's effective rehearsal. This includes coming prepared with all necessary materials, learning music assigned as homework, and making positive contributions to rehearsals.

Attendance: It is impossible to learn the ensemble skills in marching band without regular attendance. Any unexcused absences or tardies will lower this grade. Allowable excused absences communicated in advance will not lower this grade, but excessive absence may be grounds for dismissal from the marching band unit.

Middleton Cardinal Marching Band General Rules

- Attendance will be taken promptly at the scheduled rehearsal time. Anything later will result in a tardy.
- Restrooms should be used before or after rehearsal. Bathroom breaks will be given during long rehearsals.
- Required materials for rehearsals are as follows:
 - BRASS: instrument, music, pencil, valve oil, drill book, tennis shoes
 - WOODWINDS: instrument, music, pencil, at least 3 working reeds, drill book, tennis shoes
 - PERCUSSION: all necessary mallets or sticks (2+ pairs for marching snare/mallets), music, pencil, drill book, tennis shoes
- Instruments should be stored properly in lockers after all rehearsals and taken home frequently for practicing. Middleton High School is not liable for any loss or damage to personal instruments left at school.
- Cell phones and other electronic devices are not allowed in rehearsals or performances – **period.** Cell phones are allowed only during scheduled breaks in rehearsal. Unauthorized use may result in confiscation of your device by a teacher for the duration of rehearsal.

Alternates

Due to the nature of marching band performance, it is necessary to ensure that there is never an empty space on the field. Unfortunately, conflicts, illness, and injury do sometimes arise during the year. Therefore, some students will serve as alternates during various parts of the season. The number of alternates will be kept to a minimum and rotated (by teacher discretion) based on marching style and attendance. We stress that **all alternates perform with the band every game.** This may include stationary sound reinforcement and facilitation of general effects.

At a rehearsal prior to each performance, we will set rosters of alternates for that performance based on marching ability and rehearsal attendance. Alternates are always expected to perform with the band.

Middleton Cardinal Marching Band Uniforms and Equipment

Middleton High School provides each marching band student with a complete uniform except for shoes and socks. Uniforms should always be stored in the cabinets in the band room. Students are financially responsible for replacing lost or damaged uniforms and will be charged the full replacement cost for any equipment that is lost or damaged (including flags and rifles for color guard).

Shoes and Socks

All Cardinal Marching Band members must provide their own black, band-approved marching shoes and long black socks. New marchers must purchase band-approved black marching shoes (approximate cost:

\$30). Socks must cover the calf and be solid black with no designs or visible logos. Scholarships are available as needed to help with this cost.

Alterations

Under no circumstances is your uniform to be altered without permission from Mr. Ver Voort or Mr. Brown. Any necessary alterations will be done at summer uniform fittings.

Appearance

When dressed in uniform, you represent not only the Cardinal Marching Band but also the entirety of Middleton High School. Your personal appearance should be an impeccable representation of your personal and organizational pride. The following are general rules, but students should also use personal judgment in representing MHS.

1. Always hang the uniform on your assigned hanger in the band room (*Top Hook – Bottom Snap*). If done correctly, it will stay clean and free of wrinkles.
2. Keep your uniform and all its components as clean as possible. Perspiration and dirt deteriorate the material. Never eat while wearing your uniform. Any loss or damage due to negligence will be the responsibility of the student.
3. In public, do not wear an incomplete uniform. This detracts from your image and from that of the band. The jacket should be completely fastened and zipped at all times.
4. The shako (hat) is worn with the chin strap completely under the chin and the bill at eyebrow level. No hair should be visible from the front. Long hair (for both women and men) must be worn up and fastened underneath the shako. When you remove the shako, place it right side up – the top scuffs and stains easily.
5. Long black socks are a requirement AT ALL TIMES. Short socks or non-black socks are highly visible and detract from the uniform image of the band.

Uniform Inspection

Uniform inspection will be conducted prior to every performance by Drum Majors and Section Leaders. Band members are expected to wear the uniform correctly at all times. Additional inspections may be conducted at any time during or prior to public performance.

Changing Rooms

Band members should be changed and ready before every performance at the appointed time. Women will change in the orchestra room or restrooms. Men may use the band practice rooms or restrooms. All changing spaces should be left neat and orderly. DO NOT leave your hanger, hat box, or other belongings in the changing spaces.

After Performances

All uniforms must be checked in and hung correctly (*Top Hook – Bottom Snap*) after every performance. Usually, they will be hung in order in the cabinets in the band room. Occasionally, you may be instructed to leave them on the chairs in the band room to dry. No band member may leave without checking in their completed uniform.

Marching Band Student Leadership

The Middleton Cardinal Marching Band Student Leadership Team will be selected through an audition and interview process in May. Students interested in any of the following roles should see Mr. Brown or Mr. V for a leadership application packet.

<p><u>Drum Major (a year-round position)</u></p> <ol style="list-style-type: none"> Enforces rules and maintains order during marching rehearsals. Conducts warm-up exercises with Band Captains at marching rehearsals. Directs and controls the band in field rehearsals and performances. Sets up Marching Practice Field for rehearsal. Sound system, yard line markers, etc. Maintains "esprit de corps" within the band. Reports any major problems to the director. Assists the Band Captains with uniform inspections and overseeing section leaders during marching rehearsals. Conducts and is in charge of pep rallies. Conducts the bands in the stands at football games. Assists the band director in all ways possible. Help with the organization of the annual Music Awards Reception. <p>Qualifications for Drum Major include: proficiency on respected instrument; ability to read musical score; ability to properly warm up band; at least one year experience in Middleton High School Band.</p>	<p><u>Section Leader (a year-round position)</u></p> <ol style="list-style-type: none"> Enforces band rules and maintains order. Directs section rehearsals and calls additional rehearsals as needed. Maintains "esprit de corps" within the band. Is responsible for section's marching and playing performance on the field and behavior in the stands. Keeps a daily record of attendance in designated notebook and reports to Drum Majors any absences. Inspects uniforms of section members. Attends all meetings called by the Drum Majors or Band Directors. Reports any problems to the Drum Majors. Issue school instruments at the beginning of summer/fall semester. Issue and collect instrument rental forms. Help assigns lockers to all students in your section. Helps to keep instrument locker area clean. <p>Qualifications include: 1 year experience in Marching Band; proficient on instrument.</p>
<p><u>Equipment Manager (a year-round position)</u></p> <p><i>Marching Season:</i></p> <ol style="list-style-type: none"> Collect lists from section leaders (especially sousaphones), Drum Captains and Guard Captains of what is to be loaded. Load and unload all equipment and uniform carts for performances throughout the year. Check to be sure that everything is tied down securely before truck is locked. Check with band directors to ensure that all equipment is loaded. Arrive at all marching performances 30 minutes before reporting time to unload all equipment in an <u>orderly and safe manner</u>. Change into uniform after all cases are put back on the truck before performance. Leave the stands early to change out of uniform and get cases out and ready to load. Check to ensure that all uniforms are hung up neatly and in order before dismissal of each cart. Unload equipment at school after performance and clean out truck. <p><i>Concert Season:</i></p> <ol style="list-style-type: none"> Setup and take down all equipment for all performances. Change set between bands on stage for all performances Load/unload truck for all Symphonic/Concert Band performances as needed and acquire loading lists for each band. 	<p><u>Percussion Section Leader (a year-round position)</u></p> <p>All of the duties of section leaders, plus the following:</p> <ol style="list-style-type: none"> Directs percussion rehearsals during the summer and the regular marching season. Is responsible for seeing that all percussion equipment is put in its proper place after each rehearsal and kept in an orderly manner. Makes sure that all rehearsal sites are clean before leaving. Helps keep percussion areas in the band room clean and organized. Oversees the loading and unloading of all percussion equipment at all band functions. Keeps a record of all issued equipment and its condition. Reports any vandalism to the band director immediately. Helps keep percussion equipment area in the band room organized and clean. <p>Qualifications include: 1 year experience in Marching Band; proficient on instrument.</p>
<p><u>Librarian (a year- round position)</u></p> <ol style="list-style-type: none"> Keep music library neat and orderly. File and copy music as needed. Make up marching folders with music for all sections during the summer. Keep the music index up to date. Aid in passing out new music and collecting and filing it at the end of the year. 	<p><u>Color Guard Leadership (year- round positions)</u></p> <p>All of the duties of section leaders, plus additional requirements specific to color guard. See the color guard handbook for details.</p>

Marching Band Calendar 2018

August 16	9AM-5PM	Leadership Camp
August 17	8AM-9PM	8AM-11:30AM Rookie Camp (<u>mandatory</u> for all new marchers) 11:30AM-12:30PM Lunch 12:30-5:00PM Band Camp (<u>mandatory</u> for all band members) 6:00-9:30PM Home Football Game
August 20-23	8AM-5PM	Band Camp (<u>mandatory</u> for all band members)
August 24	8AM-11PM	Band Camp 8AM-5PM Band Potluck 5-6PM Band Party at Keva 7-10PM
August 26	9AM-2PM	Good Neighbor Festival Parade
August 27-30	8AM-5PM	Band Camp (<u>mandatory</u> for all band members) Performance run-through for parents – 4:30PM on Thursday 8/30
September 6	2:15-3:45	ASR Rehearsal
September 7	6PM-9PM	Home Football Game
September 12	12:00-3:44	Field Trip during Advisory, Block 7 and ASR – (<i>alternate rosters set at this rehearsal</i>)
September 14	2:15-3:44	ASR Rehearsal (<i>Also rain date for 9/12 field trip rehearsal 12:00-3:44</i>)
September 14	6PM-9PM	Home Football Game
September 15 - 16	2:00PM (Sat)- 9:00PM (Sun)	Marching Competition Tour - Mukwonago Competition 2PM-11PM (Sep.16) - Overnight in Milwaukee - Waukesha North Competition 11AM-7PM
September 25	2:15-3:44	ASR Rehearsal
September 28	8AM-9PM	Band Camp 8-5 Home Football Game 6-9
October 3	4PM-6:30PM	Homecoming Parade
October 5	6PM-9PM	Homecoming Football Game
October 7	10AM-6PM	Sauk Prairie Marching Invitational
October 9	2:15-3:44	ASR Rehearsal – (<i>attendance required to march at State</i>)
October 12	12:00-3:44	Field Trip during Advisory, Block3, Block4 – (<i>attendance required to march at State</i>)
October 13	10AM-Late	WSMA State Championships at UW-Whitewater
October 19	6PM-9PM	Possible home playoff game
October 26	6PM-9PM	Possible home playoff game

Registration Form

Initial on each line:

_____ I have read and understand the expectations, procedures, financial responsibility, and grading policies of participation in the Cardinal Marching Band unit of concert band. I also understand the consequences if I fail to abide by the rules set forth in this handbook.

_____ I have checked the 2018 calendar below and have communicated to Mr. Brown and Mr. Ver Voort any anticipated conflicts with the scheduled rehearsal and performance dates. **I have also written these conflicts on the back of this form.**

_____ Attached is my registration fee of \$150 as cash or check made out to MHS BOPA. This not only covers costs related to marching band and band camp but includes the overnight Milwaukee trip as well.

OR: _____ I am requesting a scholarship in the amount of \$ _____ for the 2018-19 season.

_____ I WILL be participating in the marching band unit for the 2018-19 season.

_____ I WILL NOT be participating in the marching band unit for the 2018-19 season.

Preferred email address(es): _____

Adult unisex t-shirt size: _____

Student Name (Print)

Student Signature

Date

Parent Name (Print)

Parent Signature

Date

Please write any conflicts with the published schedule on the lines below. Any conflicts of more than one rehearsal must also be communicated in person or via phone/email with Mr. Ver Voort and Mr. Brown.

Registration Checklist

- 🍏 Have you initialed and signed your registration form?
- 🍏 Have you attached \$150 cash or check made out to MHS BOPA or applied for financial assistance?
- 🍏 Have you entered all dates on your personal and family calendars?
 - Especially competitions: 9/15, 9/16, 10/7, and 10/13
- 🍏 Have you communicated any potential conflicts? Consider family events, athletic events, college visits, and others.

- 🍏 Have you purchased a flip folder online or at a local music store?
 - (*Grover-Trophy 10 window flip folio folder*” or similar)
- 🍏 Have you purchased a music holder (lyre) online or at a local music store?
 - (*Confused? Search, for example, “Trumpet Marching Lyre” on google.*)
- 🍏 Have you ordered your black marching shoes online?
 - *Must be black “Drillmasters.” Order at www.bandshoppe.com*