

EAU GALLIE HIGH SCHOOL



BAND HANDBOOK 2008-09

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WELCOME TO THE EAU GALLIE HIGH SCHOOL BAND PROGRAM

The high school band experience is a unique one and one that you will surely enjoy. The high school band is quite different from the junior high or middle school program. Students at the high school level may be involved in 20 to 30 performances per year, as compared with the usual 7 or 8 concerts presented in the middle school. Orchestra, Marching Band, Jazz Band and Concert Bands provide many opportunities for the type of musical enrichment and personal development that can only be found at the high school level. Students get the opportunity to perform, to travel, and to be a part of something exceptional. Eau Gallie offers many options for the student who chooses to be a part of our trend-setting program.

In addition to the many educational and cultural benefits, students grow both socially and emotionally through music. As a student entering a large school and facing new situations, you will be glad to have a place where you know that you belong. It will be comforting to have a large group of friends with whom you share many positive experiences.

The band offers a chance for the development of leadership skills. The student leadership program in the Eau Gallie Band is becoming a model for the other schools in our area. Communication skills are stressed, along with group management, goal setting, time management, and other valuable skills and strategies that help to increase the student's self-confidence and self-image.

Although the Eau Gallie Band Program is quite active, rehearsal time is kept to a minimum. Everyone realizes the importance of students' involvement in other activities during high school. Eau Gallie Band members are also involved in almost every other sport, club, and activity at the school. Students are encouraged to be involved with many activities, and flexible scheduling can be worked out if we all plan ahead. High school band students tend to be in the top percentages of their classes, as witnessed by the high number of honor students who are active in music.

The Eau Gallie Band Program is truly "one-of-a-kind." We feel strongly that every student should be given a positive environment in which to achieve. Together, we can make it happen!

Sincerely,

Thomas A. Singletary
Director

PREFACE

This booklet has been written in order to provide students and parents with information concerning the various phases, activities and policies of the band program at Eau Gallie High School. It is impossible for this booklet to cover answers to all questions that may arise. All students and parents will need to read this booklet carefully, and then fill out the handbook form included in the back of this handbook, sign it, and return it to the Band office. School rules and policies are in force at all times a student is directly or indirectly involved in any activity sponsored by or in the name of Eau Gallie High School. School policy shall have priority over band policy in the event of any policy conflict. The director shall have authority to suspend or amend any policy at any time deemed necessary in the best interest of the overall program.

EAU GALLIE BAND PROGRAM OBJECTIVES

The Eau Gallie Band is an integral part of school life and is recognized as a school activity. It is the largest and most active voluntary student organizations and its members form an active, cosmopolitan group. The primary objectives of the band program are:

1. Educational - To develop interested and discriminating listeners, provide a well-rounded musical education and prepare students for musical activities beyond high school.
2. Cultural - To foster the continued development of music appreciation and understanding through the study and performance of music.
3. Service - To lend color and atmosphere to certain school and community affairs while promoting and enhancing the dignity and reputation of Eau Gallie High School at all appearances.
4. Citizenship - To develop the ability to function as a responsible member of the group, to enhance the student's ability to interact with others in a positive manner, and to develop the ability to function as a responsible member of the community.
5. Recreational - To provide all students with the opportunity for worthy use of leisure time, an emotional outlet, and good social experiences.

MEMBERSHIP IN THE BAND PROGRAM

The Band Program is open to all interested students who demonstrate the desire, ability, and proper attitude to be a member of the group. Students desiring membership must audition for membership and must have permission from the director.

Students will be placed at the discretion of the director. It should be understood that everyone will have an equal and fair opportunity for band participation. However, from time to time, it may become necessary to exclude or dismiss those students who fail to meet the band's standards. All students enrolled in band are expected to participate in both marching and concert bands unless extraordinary circumstances exist that prevent such participation.

THE IMPORTANCE OF ATTITUDE

The greatest single factor that will determine the success of any individual or organization is attitude. It takes intense dedication to reach goals. Students should learn to discipline themselves to practice daily on fundamentals in concentrated and routine practice. The "right attitude" must be present along with sincerity, concentration, and dedication as the basic foundation. Such an attitude makes an artistic performance inevitable and is the factor which makes the difference between a quality organization and a mediocre group. You who are in band are a favored few. This organization can do much for you. Make the most of it in every rehearsal and performance.

THE IMPORTANCE OF DISCIPLINE

Because of the nature of the organization, discipline must, of necessity, be strict. Students and parents must be willing to accept the ideals, principles, and rules of the organization. Because band members are constantly on public display, each member must always be aware of the importance of good behavior. Any misconduct casts a direct reflection on the band and school and may well undo the good work of many students. Any student who casts discredit on the band by their conduct or actions, either at school or on a trip, shall be subject to dismissal from the band in addition to other disciplinary action by the school.

ATTENDANCE POLICY

(After school rehearsals/performances)

In order to perform in the most efficient manner, we must have every student at rehearsals and performances. Excessive absences not only prevent students from learning, it holds back the entire organization. Every member is critical to our maximum achievement. With proper planning, conflicts **CAN** be avoided.

Individual needs will be addressed as they occur. This system is subject to modification by the director.

THE ONLY **EXCUSABLE** ABSENCES ARE THOSE RECOGNIZED BY THE SCHOOL SYSTEM FOR NORMAL ATTENDANCE PURPOSES (ILLNESS, DEATH IN IMMEDIATE FAMILY, RELIGIOUS HOLIDAY, etc.). Students who are repeatedly disciplined by school authorities for violation of school policies are a liability to the program and will be subject to dismissal from the band. The director supports the parent who feels that, in order to “help” their student to do better in his/her schoolwork or to punish the student for misconduct at home, their student should not be allowed to come to band practice. **However**, if the parent chooses to utilize this form of discipline, the parent must understand that absences of this nature are **unexcused** and will receive the appropriate weight when determining the student’s band grade and participation in future performances and events.

Students who miss two or more after school marching rehearsals in the same week (excused or unexcused) will be replaced by an alternate for that performance if one is available for their spot.

“WORK” IS NEVER AN EXCUSE FOR MISSING ANY PART OF A BAND ACTIVITY.

In order to obtain an excused absence, the following criteria must be met by student/parent:

1. Absence request form must be filled out and turned in.
2. Director must be notified in **advance** (one week in normal situations). Sudden illness does not apply. Request must be approved by director.
3. If a student is in school, he/she is expected at rehearsal that day.
4. **AFTER SCHOOL DETENTIONS ARE NOT ACCEPTABLE REASONS FOR BEING TARDY OR ABSENT FROM A REHEARSAL.**
5. All follow-up paperwork for the absence is the responsibility of the student and parent.
6. The mere filing of a request does not guarantee an excused absence. Phone calls, if made, must be followed up by the appropriate paperwork.

IN SHORT, DON’T MISS REHEARSAL. STUDENTS WHO MISS REHEARSAL OR ARE TARDY TO REHEARSAL MUST PAY THE PRICE... WHICH IS USUALLY THEIR PERMANENT SPOT IN THE MARCHING SHOW.

Sample Request for Excused Absence: (also included in back of handbook)

REQUEST FOR EXCUSED ABSENCE

This form must be completed and turned in at least **one week** in advance of any anticipated absence by a band student. (Excluding extreme emergencies).

Student Name _____ Today's Date _____

Date of anticipated absence _____

Reason for absence _____

* Please note: Be specific! We must have enough information to be able to determine whether or not an absence may be excused. "Important matters," "Family reasons," etc. does not give the director an opportunity to excuse a student.

Parent's Signature _____ Student's Signature _____

**** FILLING OUT THIS FORM DOES NOT GUARANTEE THAT THE ABSENCE WILL BE EXCUSED. IT IS THE RESPONSIBILITY OF THE STUDENT/PARENT TO FOLLOW UP WITH FURTHER INFORMATION OR MAKE-UP WORK.

Director's Signature _____ Date _____

EXCUSED

UNEXCUSED

ALTERNATE POLICY (Marching Band)

Because people are sometimes missing from rehearsals, band camp, and/or performances, it has become necessary to "fill in" the missing spots to avoid confusion of the members present and the audience/adjudicators. Students who miss rehearsals may be assigned an "alternate," rotating position in the band. Alternate positions will rotate throughout the marching season, and alternates will fill in spots that become available due to absence from rehearsal.

- Alternates will be chosen at the beginning of the year based on attendance at regular rehearsals (including band camp), seniority, playing and marching ability, and attitude. Alternate members may receive a permanent position in the show if others acquire unexcused absences or encounter attitude or behavior problems.

- The marching routine will be written for a set number of positions. A few positions will be "alternate" positions. Positions for the first show of the year will be based on attendance at camp and rehearsals before the first ball game, and alternate positions will rotate performances from that point on.
- One alternate member will "shadow" the spot during rehearsals while their "partner" alternate member marches the spot. This position will rotate based on who marched and who shadowed the spot the previous week. Attendance or tardiness to rehearsal during that week may affect the outcome of who marches the spot for the performance or rehearsal that week.
- Alternate "shadowing" members will be asked to march spots of members who are absent from rehearsal, excused or unexcused. There should never be a spot on the field not filled by somebody. Students who miss two or more after school marching rehearsals in the same week (excused or unexcused) will be replaced by an alternate for that performance if one is available for their spot.

ALTERNATES:

- 1. Are considered full members of the band. They attend all functions and receive all benefits.**
2. Will perform the halftime show at selected football games to be determined by the Director.
3. Will receive a permanent position in the show if others acquire unexcused absences or encounter attitude or behavior problems.
4. Will assist with equipment. (Podiums, percussion, props, field markers, mallet instruments, etc.)
5. Will march a position temporarily to fill in for excused absences.
6. Will march all parades, pre-game performances, and perform at all "stand-still" functions (pep-rallies, etc.).

Alternate members **MUST** be enthusiastic and willing to learn new material at a rapid pace. They are **CRITICAL** to our performances to fill in necessary openings. The chances of an alternate getting into a spot are **very good** if that alternate participates in all band activities.

VARSITY LETTER REQUIREMENTS

Band members have the opportunity to earn a varsity letter during each year of participation. The criteria are as follows:

1. The student must participate in instrumental classes during both semesters of the current year.
2. The student must attend **ALL** scheduled rehearsals and performances unless the absence is excused. Students will be allowed one (1) unexcused absence from rehearsal during the year without penalty. This will help those students who have an unavoidable conflict.
3. The student must adhere to all rules and regulations of the band. Flagrant violations will result in immediate loss of the opportunity to letter.

***** NO SUBSTITUTIONS FOR MISSED PERFORMANCES *****

ALL LETTER POLICIES ARE AT THE DISCRETION OF THE BAND DIRECTOR AND MAY BE MODIFIED AT ANY TIME.

REHEARSALS

Normal Weekly Schedule for Marching Commodores:

Tuesday and Thursday evenings	6:00 P.M.—8:30 P.M.
Wednesday	Color guard and percussion rehearse on a regular schedule during afternoons or evenings

The Symphonic Band rehearses from 6:30—8:30 P.M. on Tuesday evenings from January until May.

Full Orchestra Rehearsals may be called in the afternoons or evenings from January until May. These rehearsals will be few in comparison with other ensembles.

1. Rehearsal time is valuable time and every moment must be used efficiently.
2. Upon entering the rehearsal hall, acquire your instrument, music, and equipment and go directly to your seat.
3. When the director or staff member steps in front of the band, all talking and noise will cease.
4. Warm-up will be handled by the director or designated student.
5. There is no excess playing before rehearsal, during breaks, or after.
6. Rules for marching band will follow the same procedures as class, except that marching rehearsal will begin in sectional rehearsals where:
 - roll is taken
 - roll is reported to the attendance secretary by each section leader
 - the band staff begins music and marching fundamentals with the group
7. While on the field, drum major is in charge of the band. There will be no excessive talking.
8. Inattentive students will be disciplined or dismissed from the rehearsal and replaced by alternates.
9. Students are expected to make a real effort to make daily improvement. This cannot be accomplished without outside practice and effort.
10. At the end of rehearsal, each student is to put away his/her own instrument, music and other items.
11. NO items may be left out of place. This applies to all band functions.
12. The property lieutenants will help secure the rehearsal area in a neat and orderly fashion after each rehearsal, but they are not responsible for individuals' personal property.

Violations of these procedures may result in detention or other disciplinary action.

In order to give the student the maximum benefits of the program, it is necessary to hold some after school rehearsals. Marching Band requires the most time, and since it involves not only playing, but moving in intricate formations as well.

Rehearsal schedules are published well in advance, and other coaches and sponsors are often willing to work out any conflicts that might arise. Rest assured that we will get by with the minimum after school time necessary in order to produce the quality of performance that students deserve.

GRADING POLICY

Grades will be determined according to the grade contract signed by the student for each grading term. The contract will reflect special projects, performances, and other obligations of the student that will affect their grade during that term.

- ◇ **Unexcused absences will negatively affect grades.** Students who do not turn in excused absence forms to the director will lose participation points for that absence.
- ◇ **Failure to bring required equipment and materials to each rehearsal will negatively affect grades.**
- ◇ Students are required to bring their instrument and music to class every single day. If a student's instrument is in the shop for repair, the student is required to have a "loaner" instrument from the music store. If this is not possible, the student **must** contact Mr. Singletary first thing in the morning to secure another instrument that they can use during class.
- ◇ **ALL MUSIC AND DRILL COORDINATES MUST BE PRESENT AT ALL TIMES.** If you take a folder home and are out of school the next day, please make arrangements for your music to be at school for your stand partner's use. Failure to follow through with this process will result in a lowered participation grade. Take care of business!

Grades will be determined according to the grade contract signed by the student for each grading period.

BAND RULES

- The reputation of the Eau Gallie Band Program will be built on quality of character and musicianship. We expect your best!
- All students are expected to behave properly at all times. You are representing Eau Gallie High School and Melbourne, Florida. Anyone guilty of gross misbehavior may be dismissed from the program.
- Absolutely no hazing or initiation of any person in any form will be tolerated.
- Students are required to bring their instrument and music to class every single day. If a student's instrument is in the shop for repair, the student is required to have a "loaner" instrument from the music store. If this is not possible, the student **must** contact Mr. Singletary first thing in the morning to secure another instrument that they can use during class.
- All school rules will be strictly enforced. The Music Department and the school authorities will deal with any infraction of the rules.
- Multiple absences from regularly scheduled rehearsals will not be tolerated and may result in the loss of your position. Please refer to the Attendance Policy and Alternate Policy for details.
- Insubordination directed toward staff or parents will not be tolerated.

- All students are required to attend all band activities unless excused by the band staff.
- Students are required to remain with the band after games and will be dismissed as a group.
- Courtesy is expected at all times.
- Young adults must not damage property or equipment. As EGHS Band members, you reflect not only the values you learn at EGHS, but what you have learned from your parents and community as well.
- Drinking alcoholic beverages and taking non-prescription drugs will not be tolerated and will cause immediate dismissal from the band program.
- Smoking, dipping, and chewing will not be tolerated.

MISCELLANEOUS PROCEDURES

1. Bus lists for trips may be posted in the bandroom prior to the event. Each student is responsible for placing his/her own name on the list. Students who do not sign the list will be placed according to the liking of the officer in charge, the director or chaperone chairperson. Mr. Singletary reserves the right to make up or change the bus lists.
2. Fundraising materials will be collected in the black collection box mounted near the door of the bandroom. Make sure that your name is on your materials. Items left on Mr. Singletary's desk may not be credited to the proper person (or may become lost in the mountains of paper). Students and parents may check online at <http://charmsoffice.com> for a financial balance.
3. Students are assigned a specific locker for storage of instruments/accessories. They should only use their assigned locker. Much confusion can arise when searching for an instrument that is not in its proper place.
4. **ALL MUSIC MUST BE PRESENT AT ALL TIMES.** If you take a folder home and are out of school the next day, please make arrangements for your music to be at school for your stand partner's use.
5. Uniforms are inspected before every performance. Please make sure to have everything clean and in good repair before you report.
6. After school rehearsals are critical to our continued success. Marching Commodores, Orchestra, Concert Band, Wind Ensemble, and Symphonic Band rehearsals count as a portion of the student's grade and all rehearsals count toward a varsity letter. If you must miss a rehearsal, please let Mr. Singletary know in writing at least one week before the rehearsal date.
7. Membership, chair placement, or leadership positions may be changed if students violate the rules of the program. Members may be moved to "alternate" status in music activities for rules infractions, excessive tardiness, absenteeism, or failure to show minimal effort in learning music or routines. Alternates are still considered members in good standing of the program, and may be placed back into a regular position at any time.

8. Due to the nature of moving large groups, it is necessary that students remain with the band until dismissal following events. Trips, football games, festivals, etc. require that the director be responsible for your student until that event is over. **ALL STUDENTS WILL RIDE THE BUS ON THE RETURN TRIP FROM GAMES AND EVENTS.** Early releases can cause problems for the entire group if there is a delay or if we have to alter our travel schedule. Chaperone duties are hectic enough without changes during our events. Thank you for your cooperation with this aspect of our program.
9. Parents are asked to pick up students immediately following events. Please consult schedules and be at Eau Gallie at the assigned arrival time. Waiting for students to call home after we arrive results in a 45-minute (at least) additional wait for chaperones and Director. Please be courteous and arrange rides ahead of time.

FALL 2008 FOOTBALL GAME PROCEDURES

Typical Home Game Chain of Events:

- Spot time 5:45—you should have eaten a good dinner before you arrived at school.
- Get uniform from the uniform area and get your instrument out of the case and ready to play.
- 6:15: ROLL CALL by section leaders. Anyone not present and ready to go at this time will receive an unexcused tardy and will not receive the third-quarter break with the rest of the band.
- 6:20: announcements and weekly awards given by officer's council.
- 6:25: Winds and percussion warms up in the bandroom.
- 6:30: Band assembles in hallway for inspection by leadership.
- 6:45: Band marches into stadium to be seated in the stands.
- 7:05: Band lines up for pregame show.

Band assembly times will vary with the football schedule, and will be announced during the "dress rehearsal" prior to the day of the game. 5:45 P.M. is the normal spot time for HOME games.

Instrument cases and ponchos will not be needed, except in the event of inclement weather.

All instruments and uniform parts should be CLEAN and in good condition. Instruments should be cleaned regularly to remove the excess dirt that accumulates when playing outdoors.

NO WEARING OF JEWELRY AND OTHER NON-UNIFORM ITEMS WHILE IN UNIFORM.

- While in uniform, no one will be allowed to wear earrings or other jewelry unless issued with a uniform.
- If unissued items are seen on a student while in uniform, the uniform chairperson will take them up and will return them after the performance.
- Students with shoulder length hair will be required to wear their hair up until the performance is finished.

- There will also be no wearing of excessive make up or other coloring on the face that is distracting to the dignity of the uniform.

All members are expected to attend every function in which the band participates. If you are unable to attend a performance, you must provide a written excuse to the director one week or more in advance. Personal illness, death in the family, and religious holidays are usually the only legitimate excuses for missing a performance.

No band member is permitted to leave the organization in advance of group dismissal at any time, unless excused by the director **ONE WEEK PRIOR TO THE PERFORMANCE.**

While seated in the stands, only band members are allowed in the ranks.

The band will always sit in sections, and students may be assigned seats within their sections.

Cheers or songs must be played at a moment's notice, and attention should be given to the Band Director and Drum Major when they are standing in front of the band.

We play only as a group in the stands. Solo performance is strictly prohibited. This rule applies to cheers and "dancing" as well as musical cheers and songs. One person or one section cannot just start dancing around or playing a song—**THE BAND MUST PERFORM TOGETHER AT ALL TIMES.**

Band members should ask chaperones for help with getting water to drink during the football games. Under no circumstances should a student break ranks to get to a water cooler to get a drink by him/herself.

No inappropriate cheers.

During the third quarter break at football games:

- Students may visit the other band, etc. but should always stay in groups.
- Students who are late to the fourth quarter of the game will be penalized by not receiving third quarter break the following week.
- If the third quarter break becomes annoying to football spectators or the band director, it will be denied.

Wind players should avoid jumping around in the stands, and should remain seated whenever possible in order to avoid accidental damage to the instruments.

In order to move from place to place in a rapid manner, we must be able to give instructions to the group in an organized manner. Everyone will give full attention to staff members, chaperones, or to the Drum Major when instructions are being given.

Students will ride buses back to Eau Gallie following away games and will be released **AFTER THE ANNOUNCEMENTS IN THE BANDROOM.**

STUDENTS WHOSE EQUIPMENT IS CARRIED ON THE TRUCK SHOULD ASSIST IN THE UNLOADING AND STORAGE OF THE INSTRUMENTS.

BUS LOADING AND RIDING PROCEDURES

1. Each individual is responsible for his or her own equipment, music, uniform, etc.
2. Students will be dismissed by the director or band captain in the following order: section of the week, seniors, juniors, sophomores, freshmen. Everyone will remain **seated** in the bandroom until his or her group is called!!!!!!
3. Chaperones will check names as students board the bus.
4. Anyone not on list goes last and must be added to the list. No one enters through the emergency door of the bus.
5. Instruments should go under seats when possible, in back two seats if too large to fit under the student's seat, and in equipment truck or underneath the bus if too large for the interior.
6. NO screaming or excessive noise.
7. Report any incidence of swearing/profanity; arms and heads outside windows; uniform abuse; etc. to Mr. Singletary immediately upon return to Eau Gallie.
8. Student leaders and chaperones should clean the bus and check for lost items after everyone has left the bus.
9. Radios may be used, but only if the user wears headphones. The school takes no responsibility for any personal items that are missing as a result bus travel.
10. Depending on conditions, we will announce our procedures for stadium entry, case storage, etc. when we arrive at our destination. Students should remain seated and quiet until the "all clear" to unload.
11. If any written information, schedules, gate passes, etc. need to be distributed, this will be done by the adult chaperon posted at the front door of the bus. The information should be given to the students as they exit the bus.
12. When a student departs the bus, their responsibilities are:
 - to depart the bus dressed in full uniform
 - to get their instrument/equipment as soon as possible and in an orderly manner
 - to immediately appear in the inspection block so that inspection may be conducted

CHAPERONES

1. Bus rides should be fun, but not dangerous. No excessively loud noise (screaming at the top of their lungs). No profanity; no abuse of uniforms or equipment. Stay seated when the bus is moving.
2. Please assist in checking roll each time we board the bus.
3. Please circulate on the bus to make sure students are behaving properly at all times.
4. Please assist with uniform checks in warm-up area, after students are in warm-up arcs.
5. Please make sure the band seating area is clear.
6. Please assist with plumes during warm-up, prior to performance.
7. Please clean up band seating area, check for lost items.
8. Please clean up and check bus for lost items after arrival at Eau Gallie.
9. During the third quarter break at football games:

- Students may visit the other band, etc. but should always stay in groups.
- Students who are late to the fourth quarter of the game will be penalized by not receiving third quarter break the following week.

During the football game:

- No one leaves during the ball game unless it is a medical emergency.
- Non-band students or the general public are not allowed to "visit" the band section.

“MULE” LOADING/UNLOADING GUIDELINES

1. Coordinate with director and instructors several days prior to the game or event regarding specific needs, warm-up areas, etc.
2. Develop a checklist to be used when loading to guarantee no "forgotten" items.
3. Be extremely careful with regards to loading instruments on to the trailers that follow the golf cart. Instruments must be secure or they may become severely damaged.
4. Have everything in close proximity to the field well before half time, or reporting time.
5. Have a diagram and checklist for placement of the Front Ensemble.
6. Assign two people per mallet instrument in the Front Ensemble, one person at each end. Otherwise, instruments may become damaged.
7. For games, begin moving towards the sideline with 30 seconds left in the second quarter.
8. Assign specific items to specific people.
9. Don't forget "the tool."

SCHOOL-OWNED PROPERTY

- Instruments -Each student who uses a school-owned instrument is completely responsible for the care of that instrument or piece of equipment. Lost or damaged items shall be replaced or repaired at the student's expense. Before school-owned instruments are checked out, a check-out form must be filled out and filed with the director. Students must return any school owned item at the director's request.
- Uniforms -Students will be issued a coat, pants, hat, cummerbund, and cape. Students must supply the designated style shoes and socks. Members of auxiliary units must check with their instructor for uniform information. Uniforms are to be hung neatly at all times. The uniform rental fee is due before the uniform is issued.
- Accessories - Such as shoes, gloves, socks, etc. are the financial responsibility of the student. This includes cleaning and upkeep expenses. **Such accessories are not to be stored at school. The band will not be responsible for the items in any way.** Accessories can be ordered from the band, but the band is not responsible for the accessories once in student hands.
- Music - Each student must maintain music in good condition (clean and untorn). Music that is lost or returned in poor condition will be replaced at the student's expense. See librarians for any problems concerning music.

- Items lost or damaged due to student neglect shall be replaced at the student's expense.

INSTRUMENT REPAIR INFORMATION (School-owned instruments)

1. Instruments owned by the Brevard County School System include those that are not normally purchased by individuals (i.e., marching instruments, tubas, percussion instruments, bass clarinets, piccolos, and other expensive “specialty” type instruments). These instruments are purchased through fundraising or with county funds.
2. These instruments are signed out to individual students (or may be shared depending on the number of students vs. instruments owned) for use during the year.
3. School instruments require regular maintenance and upkeep. Funds for the maintenance of the instruments are currently provided through the school system. **However, damage occurring to the instrument while in the student’s possession is the student’s financial responsibility!!** This includes bent keys, broken water keys, valve problems, and the like.
4. "Accidental" damage is the responsibility of the individual student/parent. (Read the statement on the sign-out form.)
5. BEFORE ANY SCHOOL INSTRUMENT IS TAKEN TO THE SHOP, it must be cleared by Mr. Singletary. A repair order form will be attached to the instrument before it goes to the shop. If the instrument is taken in for repairs without the knowledge of the director, then the family whose name appears on the sign-out form will be responsible for paying the full cost of the work.
6. We have notified all of the area music stores of our policy, and they will call us to verify repairs that are not accompanied by a request form from the director.

STUDENT VALUABLES

Students are not to bring large amounts of money, radios, tape players, cameras, etc., to band. If you wear glasses, watches, or other jewelry, you are to keep track of it at all times. Students are responsible for their personal property, not the school. Students should not leave their personal items in the bandroom, other than instruments. **The bandroom is not a locker to keep shoes, books, clothing, radios, and other such items.** All instruments are to be properly secured in the instrument room when not in use. It is not wise to leave personal instruments in the bandroom for long periods of time—they tend to become “community property” or even on a county inventory list!

Students will be issued a “locker” in the bandroom in which to keep their instrument and music, but NOT HIS OR HER OTHER PERSONAL PROPERTY. **(NO BOOKS!!!!!!!!!!)** The term “locker” is very deceiving here because the lockers currently used by the students DO NOT LOCK. They serve merely as a storage “surface.” Don’t put anything in there that you consider “valuable.”

SPECIAL EVENTS

From time to time, special events may arise in addition to school ball games, contests, parades, concerts, and other such appearances. Participation in special events not previously scheduled will be at the discretion, of the band director and school officials after conferring with the band regarding the feasibility of the event. The band is not able to accept all invitations for obvious reasons and is not able to do instant performances. It is the policy of the band to cooperate as much as possible with special requests for performances.

CONFLICTS WITH BAND

The band director believes that students should be able to participate in many school activities. However, **conflicts between band and other activities or events are the responsibility of the student.** Rehearsal and performance schedules are normally given out in advance, and students must approach the director with conflicting activities as soon as they know there is a potential conflict (at least two weeks in advance).

Students should not become involved in activities that may directly conflict with many band activities. When outside activities create severe hardships concerning band, unless it is a rare and unusual situation that may only happen once, the student would need to consult with the director about alternatives that might be possible.

It is the policy of the band to assist students when conflicts occur within the scope of the band policy. Students should not expect excused absences for conflicts automatically. Students are reminded that band is a very demanding activity and that involvement in outside activities should be limited to those that are compatible with the band schedule.

All conflicts in regard to performances must be worked out in favor of the student's responsibility to the band. **WORK IS NEVER AN EXCUSE FOR MISSING ANY PART OF A BAND ACTIVITY.** Work schedules can be arranged ahead of time with your employer—it has been proven many times, so no excuses.

UNIFORMS

Band uniforms will be issued in August before school starts. Each student who uses a school owned uniform is responsible for the loss, damage, storage, and up-keep of his/her uniform, including ties and cummerbunds with tuxedos. Brevard County assesses each student a maintenance fee of \$15 per semester in order to insure the continued life and up-keep of his/her uniform. Any items not stored at school are the responsibility of the student who must keep them cleaned, in good repair and ready for performance.

Gentlemen in the **Symphonic Band** will wear tuxedos provided by the band. These uniforms will be issued at the beginning of the year and will remain at home with each student until it is time for a concert. Ladies in **Symphonic Band** must provide a black dress that meets all dress code standards set by EGHS and that matches the band's tuxedos.

- While in uniform, no one will be allowed to wear earrings or other jewelry unless issued with a uniform.
- If unissued items are seen on a student while in uniform, the uniform chairperson will take them up and will return them after the performance.
- Students with shoulder length hair will be required to wear their hair up until the performance is finished.
- There will also be no wearing of excessive make up or other coloring on the face that is distracting to the dignity of the uniform.

INSPECTION

It is required of all band members to keep their uniforms and equipment in tip-top shape at all times. An inspection of all uniforms, shoes, instruments, and equipment will be conducted prior to each performance. Students who have dirty items may be removed from the performance.

When appearing in public with their uniform, students will make sure that the uniform is completely "zipped up" and that it is worn with pride and dignity. **UNIFORMS WILL EITHER BE WORN CORRECTLY OR BE TAKEN OFF AND REPLACED WITH CIVILIAN CLOTHES.**

AWARDS NIGHT

The Eau Gallie Band holds an annual awards night in May. The purpose of the event is to reflect upon the year's accomplishments, to honor those who have realized special achievements, and to recognize graduating seniors for their years of service to the band. Varsity letters and participation certificates are awarded at awards night, as well.

We strive to make awards night a special evening for everyone, and the format changes slightly from year to year. Students vote on some awards, while other awards are given based on set criteria. Monetary scholarships for various camps or colleges may be awarded.

In the past, we have had questions and concerns expressed regarding awards night participation for students who have dropped out of band at mid-year. As in any other activity, when a student drops out, they are no longer considered a "member in good standing" and are not eligible for awards and/or honors. Even though the student(s) in question might have worked hard for the time that they were active, their decision to discontinue participation means that they no longer wish to be included in band activities. It is analogous to quitting your job in January, then expecting a paycheck to show up in May. In every case, when a student has approached the Director with a legitimate conflict, we have worked out a method of sustaining their participation on some level until the end of the school year. When the student or parent makes no such effort, we must assume that they no longer have interest in our program.

If you have any questions or concerns regarding your student's level of participation, please contact the Director as soon as the situation arises. It is impossible to work out equitable solutions after the fact. We will make every effort to be fair and understanding if we are aware of the circumstances ahead of time.

USE OF BAND FACILITIES

The use of band facilities before, after, and during school is a privilege. Students who abuse the facilities and its contents will be disciplined accordingly. Any abuse or damage will be considered vandalism.

The following rules are in effect:

1. Students who are not enrolled in music classes should never be in the bandroom except for business with the directors.
2. No playing around or horseplay.
3. Do not bring any kind of food or drink into the facility.
4. All equipment, including instruments, auxiliary items, percussion items, etc., is off limits without expressed permission of the director.
5. No rearranging furniture without the permission of the director.
6. No storing personal items such as books, clothing, lunches, etc., will be allowed. **THE BAND FACILITY IS NOT A LOCKER.** The band will not be responsible for such items.

Practice Rooms—These rooms are to be used for practice or private study only. Keep room neat with all chairs, stands, etc., returned to their proper place. Use of practice room is with permission of the director only.

Library—The filing cabinets are to be used only by the library staff. Materials may be checked out only through the librarian.

Band Office—This area is private and is not to be entered by any student unless the director is present. All students should keep in mind that this is a place of business.

Uniform Area—The uniform room is a private area and is to be used by uniform officers only. This area is to be kept clean and neat at all times.

Telephone—Students may use the telephone in the bandroom, not in the band office.

APPENDIX 1: GENERAL INFORMATION

PARENT INVOLVEMENT:

We need you! Even if your time is limited (whose isn't!?), there are numerous ways in which you can make the Eau Gallie Band Program even better. Your talents and abilities are need in area such as:

Uniform Fitting, Carpools, Typing, Sewing, Flag-making, Ticket Sales, Carpentry, Fund Raising, Chaperoning, Concessions vending, Garage selling,

. . . and the list goes on. There are always plenty of projects to go around. The more you get involved, the more you get to see the benefits that your child enjoys as a part of the band.

PRACTICE

As with any activity, the individual gets back in direct proportion to what he/she puts in. Individual practice is necessary and should be viewed and encouraged with the same enthusiasm, as is homework in other subjects. There are many values in the study of music as a discipline that transfer to other areas of learning. Some of our parents have "music rooms" at home to encourage practice. In order for a student to realize his/her full potential and in order to move to the top of our ensembles, private instruction is becoming necessary. Please help your student understand the importance of organized practice time.

PARENT SUPPORT

A supportive group of parents is vital to the operation of the band program. Everyone is welcome, so come out and participate whenever possible.

AWARDS AND HONORS:

In addition to the many trophies, plaques, and banners awarded to the marching, concert, and jazz bands, there are opportunities for each student to participate in the following:

Solo and Ensemble festival, Brevard All-County Honor Band and Orchestra, All-State Band and Orchestra, Tri-State Band Festival, University Honor Bands, Brevard Youth Orchestra, and others.

In addition, each student is eligible for a varsity letter for their participation in the band program. Letter criteria and procedures are published in this handbook.

SCHOLARSHIPS

There are a wide variety of scholarships available to band students. You do not have to major in music in college in order to receive financial assistance. Many universities grant partial scholarships or one-time grants to non-music majors who agree to play in a college ensemble as elective credit, or waive out-of-state fees in exchange for their participation in the music programs. Information varies with each school, and is usually available through the main office at Eau Gallie. Details will be distributed to seniors in the spring.

NEWSLETTER

Newsletters are our best means of communication. Each newsletter is filled with information on every aspect of the band program. Please read it carefully when you receive it.

WEB SITE

<http://eaugallieband.org>

This web site is filled with important information. Check it often!

APPENDIX 2: GLOSSARY

ALEX:

Mr. and Mrs. Singletary's son, born January 16, 1998.

ALL-COUNTY HONOR BAND:

Usually held in January or February. Members are chosen through a district-wide tryout. District band rehearses for 2 - 3 days with a highly qualified guest conductor, followed by a concert on Saturday or Sunday. Membership is limited due to instrumentation/ability level needs.

ALL-STATE BAND/ORCHESTRA:

The top honor group in the state. Auditions are held in the fall and consist of scales, a prepared solo, and sight-reading. The All-State groups perform in early January in Tampa.

ALTERNATE:

See alternate policy and attendance.

AUDITIONS:

Occur several times throughout the year. Can be for grades, chair placement, and/or band placement. Auditions will be announced well in advance and may be adjudicated by Mr. Singletary or area professionals from outside the Eau Gallie band program.

AVERY:

Mr. and Mrs. Singletary's son, born August 26, 2007.

BAND CAMP:

Held each year in July—August. Camp lasts two weeks from Monday through Friday. Students concentrate on the music and marching for their halftime shows. The Directors and staff run the camp, with help

from student leaders. Parent chaperones are assigned to assist the students with whatever needs might arise and to supervise them while they are at camp.

BAND DIRECTOR:

The band directors are in charge of the entire band program. This includes any and all aspects related to any of the groups who are involved with the band program. From time to time, additional staff members will be hired to work with specific groups, but they are under the direct supervision of the band director.

COLOR GUARD:

The group of flags and weapons that lend color and pageantry to the marching band presentation.

COLOR GUARD INSTRUCTOR:

Mrs. Jennifer Cortez. Mrs. Cortez has worked with our students for several years and has an outstanding reputation for her choreography and her teaching ability.

CONCERT BAND I:

The third band class. Admission by audition only.

CONCERT BAND II:

The fourth band class. This class is structured around marching band music, musical fundamentals, and instrumental techniques. Students in this class will perform mainly with the marching band and will not perform as an individual concert group.

CONCERT SEASON:

The entire school year. There will be periodic section rehearsals, masterclasses, and after school rehearsals required as a portion of the grade, but most students will be involved only one afternoon per week.

DISTRICT BAND FESTIVAL:

Held in March, the festival is a chance for the concert bands to be adjudicated along with those from the entire district. Professionals give comments concerning every aspect of musical performance. Festival is an invaluable tool in the continued growth of a quality band program. Parents are encouraged to attend.

DISTRICT MARCHING FESTIVAL:

Usually in late-October or early November. The band travels to a site and performs for a panel of adjudicators. Bands are judged on the precision of marching, musical expression, and overall effectiveness of the show. Parents and friends are encouraged to attend!!

DRUM MAJOR:

The student leader(s) in charge of the marching band. The Drum Major is the top link in the student leadership chain of command. All other student leaders are under the authority of the drum major during marching band. The Drum Major is chosen in the spring, following an intense training and audition session.

FRONT ENSEMBLE:

the group of mallet and percussion instruments on the sideline that are part of the Marching Commodores.

FULL ORCHESTRA:

From time to time, members of the wind and percussion section may be used to rehearse and perform with the Eau Gallie Orchestra. Members will be chosen by the director(s).

FUND RAISING:

Needs no definition. Because the funds supplied by Brevard County are so small, it is necessary that we do several fundraisers throughout the year. Everyone benefits from the equipment and instruction provided, so everyone is expected to participate. Details are given out in newsletters.

JAZZ BAND I:

The top jazz ensemble. Made up of saxophones, trombones, trumpets, and rhythm section. Admission by audition only. The jazz bands tend to be very elite groups of students who are sincerely interested in jazz improvisation and style.

JAZZ BAND II:

The second jazz ensemble. Made up of saxophones, trombones, trumpets, and rhythm section. Admission by audition only. The jazz bands tend to be very elite groups of students who are sincerely interested in jazz improvisation and style.

MARCHING SEASON:

August through early November, with performances at each varsity football game, select parades and marching band festival.

MARCHING UNIFORM:

Consists of pants, jacket, citation cords, shako-style hat, plume, white gloves, poncho, black socks, and Drillmasters shoes.

MARCHING COMMODORES:

The Pride of Eau Gallie. The Marching Band is the combination of all of the students in band at EGHS. The name "Marching Commodores" has been used since our school was constructed in 1963.

MULE:

The affectionate term, applied by those in the group itself, to the group of parent

volunteers who work (like mules) loading and unloading equipment trucks, moving equipment on and off the field during marching band shows, and help the director and students with organizing and logistics concerning equipment.

MUSICAL:

Each spring, the Eau Gallie Fine Arts Department produces a full-length Broadway-style musical. *Oklahoma, My Fair Lady, Kiss Me Kate, The Music Man, Anything Goes,* and *Grease* are examples of past productions. Each musical is complete with choreography and a pit orchestra. Musicals are performed in the Eau Gallie High School Fine Arts Auditorium.

OFFICERS:

Students who are selected as leaders in the program have undergone the necessary training, and have been assigned to specific duties in regards to the operation of the band. The officers are expected to set standards of musical achievement, discipline, and positive attitude for the other band members. Being an officer is an important responsibility in the program. Student officers are chosen in one of two ways: by audition, and by application/appointment.

PERCUSSION DIRECTOR:

Mr. Bobby Blum. Mr. Blum has worked with our students for many years and serves our band program in many ways. Mr. Blum rehearses the percussion students year-round in both marching and concert environments.

PIT ORCHESTRA:

The small musical ensemble that performs for the musical held each spring at EGHS. Typically, the pit orchestra rehearses after school once or twice a week for a month before “tech-week,” the week before the show is performed. Pit orchestra members

must be outstanding musicians and will be selected by the director.

PRISM:

The spectacular concert starring members of the Eau Gallie Band and Chorus, held in December each year. The first PRISM Concert was held in 2003.

PRIVATE LESSONS:

The quickest way to advance in musicianship is often through private study. One-on-one teaching is not always possible in a band class, but can work wonders on a regular basis. A list of qualified instructors is posted in the band office.

ROOKIE CAMP:

Held at the beginning of band camp for two 2-hour sessions. Students will learn all of the fundamentals and basic routines of marching, outdoor playing, and teamwork required for the marching show. Camp is run by the Director, Staff, and Student Leaders. There is no cost involved.

SECTIONAL REHEARSALS:

Count as a portion of the grade for band class. Usually held during January, February, and March. Rehearsals are for like instruments or groups of instruments. Most students will be involved only once per week. Section Rehearsals may also include the sectionals that take place during marching season, which are run by the section leader.

SMALL ENSEMBLES:

Flute choir, trombone choir, trumpet choir, percussion ensemble, brass quintet, woodwind quintet, etc. Extra-curricular groups for students who wish to experience music beyond the scope of the daily class routines. These groups may perform at solo and ensemble festival with the director’s permission.

SOLO/ENSEMBLE FESTIVAL:

District Festival where individual students or small groups may perform solo or ensemble compositions and are adjudicated by professional musicians. The students are responsible for signing up in December of each year.

SYMPHONIC BAND:

The top performing concert band.
Admission by audition only.

VOLUNTEER:

You. No experience necessary. The more, the merrier. Help! You'll be glad you did. There are literally hundreds of functions from large to small that require parent assistance. Make your talents and skills available to the band program. The rewards you get are very real, both in terms of the appreciation of the students and staff, and in terms of personal satisfaction.

WIND ENSEMBLE:

The second band class. Admission by audition only.

APPENDIX 3: PRIVATE LESSONS

Private lessons give the music student a chance to progress at an accelerated rate towards the mastery of his/her instrument. The private instructor is able to work with the student on an individual level, gearing the lessons to fit the specific needs of the performer. The student is able to hear the improvement in playing almost immediately, unlike the full band setting where players can "hide" or cover their areas of inexperience by allowing stronger players to carry the weight of the section.

At Eau Gallie, the Band Program can benefit greatly by the utilization of the fine instructors who teach in the area. All students are encouraged to study privately. Past experiences show that these students achieve a greater level of musicianship, and in most cases acceptance to more honor organizations as a result of the assistance of a "specialist" on their instrument.

The cost per lesson varies with the instructor, as does the locations. Some teach at home, others at area music stores, and some at our neighboring colleges and universities. It is well worth the time and effort of scheduling lessons if the student can achieve higher ranking in his musical ensembles. A list of private instructors will be provided through the Band Office as teacher schedules become available.

APPENDIX 4. INDIVIDUAL PRACTICE

Remember... our progress as a group will only be as rapid as your progress as an individual. The better you play, the better we play. The practice routine may seem boring, and it is very hard to make yourself play every day, but the benefits will be very apparent when we get back together.

Suggested plan of study:

- Pick a set time each day (or every other day)
- Have a set place to practice
- Spend a few minutes on TONE
- Play scales at every practice session
- Take a break after 15 minutes
- Work on technique (tonguing, slurs, intervals, etc.)
- Practice sight-reading (etudes, scale studies, etc.)
- Remember to work on MUSICIANSHIP (try to be aware of the details)
- Work to increase your dynamic range (practice soft passages)
- Work to increase your endurance (30 - 45 minutes continuously)
- Work to increase your range (scales to your top note, then hold the note 8 - 16 counts. When that note becomes easy and sounds good, add a half-step to the top. Be patient... this takes time. You may increase one note in two weeks or you may increase several notes over summer)
- Set specific goals for yourself. Be realistic, Start with : "I will practice__ minutes every day."
- Use a PRACTICE RECORD to organize and track your progress.
- You should strive to cover as many different areas as possible during a practice session. Play for 10 -15 minutes and stop for a break. **DO NOT OVER EXERT YOUR EMBOUCHURE.** A few quality minutes of proper rehearsal is better than hours of unstructured playing or random "squawking." If you miss a day, or if you do not get to a particular aspect of playing during a session, try to make up the time during your next practice. **PERFECT PRACTICE MAKES PERFECT!**

APPENDIX 5: OFFICERS

BAND COUNCIL

The Officer Council will have weekly meetings to vote on awards and discuss relevant issues for the good of the program. The Council will give recommendation votes on issues presented by the Director. Band Council members may also be Section Leaders and/or Squad Leaders. The Council will consist of the officers indicated by the treble clefs below:

Drum Major(s)

The Drum Major is the field commander during performances, the head section leader, the head squad leader, and is ultimately the best marcher and marching teacher in the band. The drum major must be able to conduct all show music and stands music with correct tempos and cues with a clear, exciting, and musical style. As head section leader, the drum major must be able to rehearse the band to correct wrong notes, rhythms and styles in a positive manner and improve the overall sound of the band. As head squad leader, the drum major must be able to improve the band's fundamental marching style, correct wrong intervals or placement on the field, assist with weekly pre-game uniform and instrument inspection, and demerit assignments. Before and after rehearsal, the drum major will oversee equipment transportation, field setup and breakdown, etc. As the most important student leader in the band, the drum major must be able to work with all the members of the band in a positive and musical manner. A panel of judges set by the Director will choose a single drum major. The Drum Major is responsible for maintaining a line of communication with the Band Parent President in order to help organize student support for fundraising projects and the like.

Band Captain

- ⇒ Acts as student representative of the music department for all necessary functions.
- ⇒ Coordinates all student officers.
- ⇒ Assists the Drum Major at outdoor events if needed.
- ⇒ Helps enforce all rules and maintain order.
- ⇒ Inspects the practice field/stadium field before rehearsal to assure hash marks and yard lines are clearly visible.
- ⇒ Makes all necessary announcements.
- ⇒ May assign demerits.
- ⇒ Is appointed by the Director after a recommendation vote by the Symphonic Band.
- ⇒ Awards weekly honors at pre-game band rehearsal.
- ⇒ Assists chaperones with bus lists, rooming lists, loading crew, etc.
- ⇒ Conducts weekly pre-game inspection.
- ⇒ Maintains a line of communication with the Band Parent Vice-President.

Secretary

- ⇒ Handles all music performance correspondence.
- ⇒ Keeps attendance at all rehearsals/performances.
- ⇒ Maintains records of merits/demerits.
- ⇒ May assign demerits.
- ⇒ Keeps members informed of any schedule changes and upcoming events.
- ⇒ Makes all necessary announcements.
- ⇒ Keeps records of music and marching pass-offs.
- ⇒ Maintains a line of communication with the Band Parent Secretary.

□ Drumline Captain

- ⇒ Will rehearse drumline in the absence of Percussion Director or Band Director.
- ⇒ Officer in charge of maintaining the drumline's equipment.
- ⇒ Will write drum parts when necessary.
- ⇒ Will serve as the section leader and squad leader of the drumline and pit.
- ⇒ Will assign all visuals, effects, and drumming styles with the approval of the Band Director or Percussion Director.
- ⇒ Responsible for cadences to and from performances/parades.

□ Color Guard Captain

- ⇒ Will rehearse the Color Guard in the absence of the Color Guard Director or Band Director.
- ⇒ Officer in charge of maintaining the Guard equipment.
- ⇒ Will write choreography when given authority by the Color Guard Director or Band Director.
- ⇒ Will serve as the section leader and squad leader of the color guard.

Section Leaders (Flute, Clarinet, Saxophone, Trumpet, Horn, Trombone, Baritone, Tuba)

must be the best, most experienced players in their section and must be able to conduct music rehearsals in an efficient, friendly manner. Section leaders are responsible for calling sectional rehearsals (each must be approved by the Director at least one week in advance) and documenting the attendance at those rehearsals with the Secretary. Section leaders will assist with music pass-offs in their section and will record pass-offs with the Secretary.

Squad Leaders

are responsible for teaching and consistency of fundamental marching throughout band camp and marching season. Squad leaders are drill assistants in that they are responsible for giving instructions on fundamental marching, maneuvering, adjusting formations, and keeping consistent intervals. Squad leaders will help pass-off their squad's marching fundamentals during band camp and will record marching pass-offs with the Secretary. Squad Leaders must meet on the field fifteen minutes before each marching rehearsal with the Director in order to receive instructions concerning the marching rehearsal.

Librarian

Files music and maintains the school music library.
Makes up concert and marching band folders.
Keeps a record of all music.
Coordinates librarian assistants.
May assign demerits.

First Lieutenant

A joint Property and Uniform Lieutenant who assists and leads the other lieutenants.

Property Lieutenant

Must arrive early to each rehearsal in order to maintain the rehearsal hall including setup.
Maintains school-owned instruments including inventory.
Inspects the practice field/stadium field before each rehearsal to assure hash marks and yard lines are clearly visible.

Uniform Lieutenant

Will assist the band parents in charge of uniforms before and after each performance.
Maintains uniform inventory and keeps student records involving marching and concert uniforms. Maintains a line of communication with the Band Parent Uniform Chairperson.

Historian

Keeps photographs and other memorabilia on file in a scrapbook or other appropriate format for purposes of review by alumni and friends of the band program. The Historian should have a camera on hand at ALL rehearsals and performances.