



Centreville High School

Band Handbook
2014-2015

www.cvhsband.org

Melissa A. Hall, Director
Melissa.Hall3@fcps.edu
(703) 802-5457

CENTREVILLE HIGH SCHOOL BAND HANDBOOK 2014-2015

TABLE OF CONTENTS

- I. Introduction to the Centreville High School Band Program
- II. Grading Plan
- III. Rehearsal Etiquette
- IV. Attendance
- V. Financial Obligations
- VI. Uniform Information
- VII. Wildcat Band Boosters (WBB)
- VIII. Auditions
- IX. Equipment Information
- X. Charms Office Assistant

Uniform Contract

CVHS Band Agreement

Band Letter Point Sheet (*keep at home for your reference*)

Locker Form

*Parent Volunteer Forms (2 forms – general and Tag Day)

*Emergency Care Form

*Marching Band students have already turned in several of these forms (uniform contract and general parent volunteer form) at the August Back-to-Band meeting. If you did not turn them in, or are a non-marcher and did not attend the meeting, they must be turned in by the due date given.

CENTREVILLE HIGH SCHOOL WILDCAT BANDS
● 2014-2015 HANDBOOK ●

WELCOME to the band program at Centreville High School. This information is provided to assist you in understanding the program. It is the mission of the Centreville High School Wildcat Bands to provide a structured environment for learning the fundamentals and value of music through performance in Band. We strive to help students achieve at their highest possible level, and we will work to instill a sense of self-confidence, cooperation, respect for self and others and musical integrity in every aspect of performance. Most importantly, Band students will learn that they are a part of an organization where dedication and accountability to the group is the key, not only for individual success, but also for the Band as a whole. Self-discipline in instrumental music is the key to many learning experiences that will enrich the life of every individual.

Please read all of the information in this packet so you have a clear understanding of the program and its expectations.

I. The Program:

WIND ENSEMBLE Class is designed to optimize the potential, talent and musicality of the advanced instrumental musician through the rehearsal and performance of quality wind band literature. Musical, historical and theoretical concepts are discussed and applied to every piece of music to a degree appropriate for the development of advanced musicianship. Marching band is a requirement (co-requisite) for this course.

SYMPHONIC BAND Class is designed to develop the potential instrumental musician through the rehearsal and performance of quality wind band literature appropriate to the level of that development. It is also designed to prepare the musician for performance at the advanced level. Musical, historical and theoretical concepts are discussed and applied appropriately to every piece of music. Marching band is a requirement (co-requisite) for this course.

CONCERT BAND Class is designed to train the instrumental musician in proper rehearsal and performance techniques and to nurture their potential through the rehearsal and performance of quality wind band literature appropriate to the level of their development. It is also designed to prepare the musician for performance at a more advanced level. Musical, historical and theoretical concepts are discussed and applied appropriately to every piece of music. Marching band is strongly encouraged as a requirement for this course.

PERCUSSION ENSEMBLE Class is designed to train the percussionist in proper performance and rehearsal techniques as well as gain experience and expertise on the full array of percussion instruments utilized in the concert band setting. It is also designed to prepare the percussionist for performance at a more advanced level. Musical, historical and theoretical concepts are discussed and applied appropriately to every piece of music. Marching band is strongly encouraged as a requirement for this course.

JAZZ ENSEMBLE Class is designed to introduce and develop jazz performance through the rehearsal and performance of quality jazz literature. Jazz theory is studied as a basis for improvisation. Jazz performance techniques are developed through listening and imitation. Musical, historical and theoretical concepts are discussed and applied appropriately to every piece of music. Jazz Ensembles meet once a week after school for full credit (students may sign up for this class after the school year begins).

II. Grading Plan:

Wind Ensemble, Symphonic Band, Concert Band, Percussion Ensemble and Jazz Ensemble are performance-based curricular classes. Because the performances connected to these classes are held outside of regular school hours, they are officially labeled “co-curricular” classes. Successful outcomes for students are based on the student’s full participation in class, and his/her attendance and full participation at related events scheduled outside of the school day (this can include but is not limited to after-school or evening rehearsals, dress rehearsals and the culminating performance activity).

Conduct and Participation Guidelines and Expectations

Attendance	Class Work	Student Responsibilities
<ul style="list-style-type: none"> Attendance at rehearsals and sectionals will be taken promptly. 	<ul style="list-style-type: none"> Preparation of concert and marching music, including scales and etudes. Evaluation of student’s improvement in musicianship during the quarter (comprehensive evaluation of all musical skills) 	<ul style="list-style-type: none"> Bring all necessary materials to class: pencil, mouthpiece, reeds, drum sticks, valve oil, cork grease, etc.
<ul style="list-style-type: none"> Proper, full attire for all marching and concert events 	<ul style="list-style-type: none"> Class work assigned by the band director 	<ul style="list-style-type: none"> Students will have two minutes after the bell to put instruments together before class begins. Students are expected to be in place on the first downbeat by the director
<ul style="list-style-type: none"> Students are expected to stay for the duration of the event IN UNIFORM 	<ul style="list-style-type: none"> Behavior during class and rehearsals. NO GUM, FOOD or DRINKS ARE PERMITTED IN THE BAND ROOM 	<ul style="list-style-type: none"> If an instrument is in the shop, a written note from a parent is required. Students will be given other work to do during class time
<ul style="list-style-type: none"> Students are expected to demonstrate proper etiquette at all times (including audience etiquette) 	<ul style="list-style-type: none"> No other school work may be done during band class 	<ul style="list-style-type: none"> A music folder, with music, is issued. Folders are stored in folder rack, NOT LOCKERS
<ul style="list-style-type: none"> In general, a quiet and on-task environment is expected in rehearsals and performances 	<ul style="list-style-type: none"> All instruments are expected to be treated with care. Store them properly (lock them in your band locker) 	<ul style="list-style-type: none"> Students are expected to LOCK instruments in storage lockers. Folders, food, clothes, etc. do not belong in lockers

A point scale will be used to determine grades for band.

Band class = 10 points
After school rehearsals = 50 points
Playing Tests = 100 points
Performances = 100 points

Maximum points can be earned by following proper attendance procedures, completing all class work, and fulfilling all student responsibilities.

Fairfax County Grading Scale is as follows:

A	(93-100) = 4.0	C+	(77-79) = 2.3
A-	(90-92) = 3.7	C	(73-76) = 2.0
B+	(87-89) = 3.3	C-	(70-72) = 1.7
B	(83-86) = 3.0	D+	(67-69) = 1.3
B-	(80-82) = 2.7	D	(64-66) = 1.0
	F	(below 64)	= 0.0

HOME PRACTICE:

Home practice is our “homework” for band! Every student will need varying amounts of home practice depending on their ability levels and the goals that they set for themselves. Home practice should be done in an effective and efficient manner. Remember that “slow practice makes fast progress.”

Band sheet music should be practiced and learned at home (SmartMusic when applicable). Band rehearsals are not to be used to learn your sheet music. ***The purpose of rehearsal is to put together and refine the music that everyone has mastered outside of the rehearsal.***

Home practice should include the following:

- Proper warm-up (long tones, lip slurs, etc.)
- Scale review
- Private lesson material
- Band sheet music

12 TIPS FOR BETTER PRACTICE:

1. Mark the music (pencil only)
2. Mark foot taps (up/down arrows) in measures with tricky rhythms
3. Mark accidentals that need to be carried through or flats/sharps in a hard key
4. Mark key changes and time changes
5. Mark articulations where needed
6. Mark dynamics
7. Set small reachable goals that can be attained in the time that you have available. Playing beginning to end every day is not a good use of practice time. Dissect and perfect!!
8. Practice shorter sections at a time and repeat, repeat, repeat for mastery.
9. Practice slowly for better mastery
10. Use a metronome
11. Don't leave the difficult parts for last. Learn them first.
12. If you have problems that you cannot solve on your own, ask your private teacher or the band director

All band students will be periodically tested on their assigned music and etudes. It may be required that a recording be made of these tests (responsibility of the student), or tested through Smart Music, in sectionals, class or in challenges.

CHALLENGES:

Students may “challenge” the person one seat in front of them in the section for a higher seat. Students must inform the “challenge” and the director on the same day. Common time several classes later will be determined, and a blind challenge will be heard. The challenge will be based on current band music and will be chosen by the director. Students may also be required to play major scales and/or chromatic scale (District Band format required).

PRIVATE LESSONS:

Students are *strongly* encouraged to seek private instruction from a qualified specialist on their instrument, if possible. Private individual lessons enable students to learn many of the specific technical skills that cannot be covered in the full band class, providing a greater challenge. Those students who are experiencing difficulties will improve their skills at a faster pace. There are many private instructors in our area, and the cost and length of lessons vary. A list of private instructors can be obtained from the director, found in the band room, or on Blackboard and/or band website.

BAND LETTER POINT CREDIT:

Students will have the opportunity to earn a letter utilizing the following system:

20 points = Letter Letter+15 = Pin Pin+15 = Bar 30 points in 1 year = Trophy

Students must complete an entire year in band to earn points. Points are cumulative. The point sheet is filed each year by the band director. Five (5) points will be subtracted for failure to attend concert performance for any reason.

III. Rehearsal Etiquette

All members will be present in their seats or in “block” (marching band) at the designated time for rehearsal. This simple procedure involves each member arriving 10 minutes before the scheduled afterschool rehearsal time. They should assemble equipment and music, take their place in the rehearsal setup and perform their personal warm-up or work on “trouble spots” in the music to be rehearsed. During regular class, two (2) minutes will be allotted to assemble equipment, find their spot and go through their personal warm-up. All talking and warm-up should cease when the director steps on the podium. During the rehearsal you will be expected to give your undivided attention and cooperation to the director. When rehearsing of individual sections takes place, all other sections should sit quietly and listen to instructions being given to that section. Stops happen to advise individuals and sections on problems that are heard during the rehearsal. Unnecessary talking cuts down on the effectiveness of the rehearsal and it wastes all of our valuable time. Pencils are required at each rehearsal.

PERCUSSION EXPECTATIONS

1. If you do not have a part to play during a band rehearsal, sit quietly out of the way of those that are playing.
2. Each item has a storage area and should be in that location when not in use.
3. Use the proper equipment for the proper instrument.
4. If something is broken or missing, advise the director immediately so that the problem can be fixed.
5. Big equipment can be left out after rehearsal - **all other equipment is to be put away before leaving the band room.**
6. Under no circumstances is any item of percussion equipment to be removed from the premises.

IV. ATTENDANCE:

AFTER-SCHOOL REHEARSALS: *Students and parents are reminded that band is a co-curricular class which means that attendance at after-school marching practices, sectionals, full band rehearsals and/or concerts is required and figured into the quarter grade.* Musical information that is given to the students during the rehearsal cannot be made up (like a history lecture) because students have to hear the problem and

experience the solution in order for the rehearsal to be effective. Even one student missing from a rehearsal lowers the performance quality.

All members of performing groups **will** attend any extra rehearsals scheduled by the director. Conflicts with a rehearsal should be brought to the attention of the director at least 5 school days **prior to** the rehearsal in question. The director may or may not excuse the student's absence from the rehearsal. Students who do not attend required rehearsals and are unexcused may be placed on non-performance status and **will have their quarter grade affected**.

PERFORMANCES

Absences from a performance are detrimental to any of the performing groups. Every effort and sacrifice should be made to be there because the entire band is counting on you! **Attendance at performances is mandatory** and is a factor in the student's quarter grade. Performance will include concerts, competitions and football games for marching band. Personal illness, death in the family, or family emergencies are the only excusable absences and these must be reviewed and excused by the director.

Students who have an excused absence from a performance will see the band director about an alternate assignment within one week of the concert date in order to receive a grade for that performance. Those with an unexcused absence will receive a zero for that performance grade and may be placed on non-performance status. Each student's participation affects the group outcome, and each student plays a valuable role in this process. It is imperative that we establish attendance guidelines that amplify this learning process for both the individual and the group. If a student is not in class, rehearsal or performance, he/she has missed the participatory portion of their educational experience, and that time is lost forever.

UNEXCUSED ABSENCES ARE:

<i>"Had to work"</i>	<u>Be responsible.</u> Make arrangements with your employer early. They must allow you time for school activities. We give you plenty of notice and there are 130+ other people counting on you.
<i>"Couldn't get a ride"</i>	<u>Be responsible.</u> Arrange this early. Get a carpool.
<i>"Didn't know about it"</i>	<u>Be responsible.</u> Listen and read all information carefully.
<i>"Forgot instrument, etc."</i>	<u>Be responsible.</u> Show up anyway. Work it out.
<i>"Parents leaving town"</i>	<u>Be responsible.</u> Make arrangements early. Communicate.
<i>"I have homework"</i>	<u>Be responsible.</u> So does everyone else. Uphold your commitment and learn to budget your time. Band rehearsal is your homework too!
<i>"I have an appointment"</i>	<u>Be responsible.</u> Schedule these at a different time. You know these dates well in advance.
<i>"Relatives visiting"</i>	<u>Be responsible.</u> Explain your commitment to the band. They will respect that!
Other excuses	<u>Be responsible.</u>

COMMUNICATION ABOUT ABSENCES: Communication is the student and parent's biggest asset. Students will be given plenty of advance notice about rehearsals and concerts, therefore it is expected that conflicts will be resolved beforehand. If the student is ill or there is a last minute emergency, the parent must e-mail or call the band office voicemail (703-802-5457) prior to the beginning of rehearsal. The student will then bring a parent-signed note to the director immediately upon the student's return to school. This includes if the student is absent from school. Be proactive. It is not the director's job to track down each student and find out why they are absent. Again, it is up to the director whether or not to excuse the absence.

REHEARSALS

Remember! To be early is to be on time. All students are expected to be early for rehearsals in order to have adequate time for warm-up. For marching band or after-school rehearsals, get there at least 10-15 minutes early! For the band classes, each student is expected to be in the room by the tardy bell and assembling their instrument. You will have 2 minutes to warm up and arrange the music for rehearsal.

There will be no disruptive behavior during rehearsal. Students found to be disrupting the learning environment will be removed from the rehearsal. Food, drinks, gum, or any other consumable items are not allowed in the rehearsal. Students will have their participation grade lowered and will be assigned after-school band room clean-up.

Students will have the appropriate materials for class to include:

- A sharpened pencil w/ an eraser
- All required sheet music/hand-outs/method books/chorales/etc.
- Instrument in good working condition (movable slides, etc.)
- Necessary accessories (See Equipment Expectations below)

Students will read that day's music line-up on the board and put all music and/or method books in order on the stand before the rehearsal begins.

Students should warm-up their instruments in a professional manner using lip slurs, scales and long tones. This is not an opportunity to socialize. Warm-up should cease when the director takes the podium.

Music should be prepared outside of rehearsal time. The purpose of rehearsal is to experience everyone else's parts and learn how yours fits in.

Remember: A poor rehearsal makes a poor performance and a great rehearsal ensures a great performance.

V. FINANCIAL OBLIGATIONS:

All band students are required to pay band fees at the beginning of the year. All band fees are paid to the **CVHS Wildcat Band Boosters (WBB)** [put your child's name in the memo] and are non-refundable. Note that all parents/guardians are automatically members of the CVHS WBB at no additional cost.

Fees can be offset by fundraising credits earned throughout the year. In addition, the Band Boosters can provide some financial assistance if a student would otherwise be unable to participate in band. Application for this assistance is confidential and should be made directly to Mrs. Hall (Melissa.Hall3@fcps.edu) as soon as possible. Assistance needs will be discussed on a case-by-case basis.

- **Marching Band Fee - \$335**
The fee associated with marching band covers band camp instruction, drill writing, marching music, pep music, equipment, competition fees, charter bus fees, marching band uniform maintenance and 6 marching band home game dinners. In addition, it covers all fees included in the general band fee.
- **Color Guard Fee - \$175**
The fee associated with color guard covers band camp instruction, drill writing, color guard routine writing, equipment, competition fees, charter bus fees, color guard uniform and 6 marching band home game dinners.

******COLOR GUARD STUDENTS WHO ARE ALSO IN BAND DURING THE SCHOOL YEAR PAY THE \$335 FEE******

- **General Band Fee (for students not in marching band) - \$135.00**
The fee associated with general band covers general band expenses, such as music, clinicians, venue fees, etc. This fee is paid by every student in the CVHS Band program (already included in Marching Band Fee)
- Additional band fees not included at this time may be: marching shoes, socks, gloves, CVHS Spirit Wear, tuxedo shirts (for concert season) – many can be purchased through the WBB; more details to follow. Concert season band fees may include instrument rental fees, spring trip fee (approx. \$500-\$800 per trip) and meal expenses.

GENERAL BAND FEE TOTAL = \$135.00 for the 2014-2015 school year and can be broken into two payments (due 9/26/14 and 10/24/14)

FUNDRAISING

The band is sensitive to the financial burden band involves. We think it is a worthwhile investment. We offer several ways that you can earn you money and NEVER pay out of pocket one dime! Please take advantage of all of our fund raising projects as they help you and the band program (more information to follow). In addition, there are several full band fund raisers throughout the year. **The first is TAG DAY on SATURDAY, SEPTEMBER 27th, 2014.** It is a class expectation that all families participate in fundraising at the minimum level.

FINANCIAL ASSISTANCE and workable payment schedules are available for students who are unable to meet the above financial commitment as long as the student participates in fundraising activities. THE CENTREVILLE HIGH SCHOOL WILDCAT BAND BOOSTERS AND THE BAND DIRECTOR ARE COMMITTED TO ALLOWING EVERY STUDENT TO PARTICIPATE IN BAND, REGARDLESS OF THEIR FINANCIAL STATUS. To arrange for a plan, parents/guardians should contact the WBB Treasurer, Mark [REDACTED] (treasurer@cvhsband.org) or the Band Director. Information will be kept confidential.

All fees are subject to change after review and approval by the Band Board.

VI. Uniform Information

Band students at Centreville High School represent the entire school and community when performing at games, concerts and festivals. The overall appearance of our Band members communicates the level of pride that we take in our program, school and community. It is crucial that uniforms for all ensembles reflect this pride. When in uniform, the student/musician is expected to wear the uniform in an appropriate manner, i.e. shirts need to be tucked in and sleeves not rolled up, hats on the head in proper manner, facing front, etc.

Marching and Concert Uniforms are the property of Centreville High School and are NOT to be taken home for any reason, unless given prior permission.

MARCHING UNIFORMS

- Rental fees for use of the marching uniforms must be paid and are included in the marching band fee
- Marching uniforms will be issued during Band Camp.
- Each uniform consists of: 1 pair of pants, 1 jacket, 1 sash, 1 hat with a plume and hatbox, and 1 pair of white marching band gloves, all of which are provided to you by the band. You are responsible for purchasing 1 pair of black marching shoes, and 1 pair of black socks (must come to at least the calf). We will order the marching band shoes for you when we measure you for uniforms. You buy the socks on your own.
- Marching shoes will be ordered during Band Camp at a cost of approximately \$27.00 (not covered by the band fee.)
- Marching uniforms are kept in the Uniform Room on racks; each student has an assigned "spot" to keep his or her uniform.
- Each student is expected to hang up his or her uniform, in its proper place, after each home game and competition.
- Each student must wear socks that come to at least the calf. Any student who is not wearing proper socks will be issued socks at a fee of \$3 per occurrence.

CONCERT UNIFORMS

- Concert uniforms will be issued during fall rehearsals after school starts.
- Each uniform consists of: (BOYS) 1 pair of tuxedo pants, 1 tuxedo jacket, 1 bowtie, (GIRLS) 1 dress, 1 pearl necklace.
- Concert uniforms are kept in the Uniform Room on racks; each student has an assigned "spot" to keep his or her uniform.
- Students will be responsible for their uniforms and returning all parts of that uniform after each performance.
- Gentlemen are required to wear black dress shoes and black socks that come to at least the calf with their concert uniforms.
- Ladies are required to wear **black closed-toe dress shoes** with off-black hose.

Gentlemen are required to purchase their own wing-tip tuxedo shirt to use during concert season. Make sure your old shirt still fits well in advance of the first performance!

VII. Wildcat Band Boosters (WBB)

The WBB is made up of all parents of students in the Band and Color Guard. Due to the budget cuts that the Fine Arts programs in Fairfax County Schools have undergone, the WBB must meet the challenge of raising funds to support and maintain the band programs' high standards. This funding provides for the design and choreographing of the marching show and the purchase of new instruments, uniforms, equipment, and music. It also covers the cost of transportation to events and pays for specialists who assist in teaching band and guard members. The WBB is led by a Board of Directors, which serves as the administrative arm of the association. The WBB meets monthly throughout the year (**2nd Tuesday of each month**, 7:15PM in the CVHS Bandroom). The meetings are open to all members of the WBB. The WBB conducts numerous fund raising activities that require parent and student participation. These include: sale of CVHS Band spirit wear, car washes, Scrip sales, Citrus sales and more. Please watch for information on these events and learn how you can help.

2014-2015 Wildcat Band Boosters Board

President – Donna [REDACTED] (president@cvhsband.org)

Treasurer – Mark [REDACTED] (treasurer@cvhsband.org)
Vice President Fundraising – Terry [REDACTED] (fundraising@cvhsband.org)
Vice President Special Events – Kristine [REDACTED] (events@cvhsband.org)
Secretary – Eyde [REDACTED] (secretary@cvhsband.org)
Uniforms – Lena [REDACTED] (uniforms@cvhsband.org)
Publicity – Janet [REDACTED] (pr@cvhsband.org)
Volunteer Coordinator – Ruth [REDACTED] (volunteers@cvhsband.org)

Volunteer Opportunities for Parents

Our band program could not function at such a high level without the support of all parents. Some parents are able and willing to invest large amounts of time and effort to the band program, while others may not be able to do as much. Please remember that there are many ways to get involved and every little bit helps. “Many Hands Make Light Work” The band program asks all families to help. **In addition to each student’s and families’ mandatory service towards the completion of Tag Day, each CVHS Band family is asked to donate six additional hours of service to the band.** The following is a list of WBB volunteer needs:

Representatives

Class rep (freshman/sophomore/junior/senior)
PTA

Committees

Chaperone
Pit Crew
Newsletter
Fundraising
Band Merchandise sales
Citrus Sale

Services Needed

Notary

Special Skills

First Aid
Transportation
Sewing
Chaperoning
Sales
Telephoning
Photography
Repairs
Art Work
Uniforms
Hospitality
Historian
Newsletter Staff
Band Photographer
Computer Skills
Baking

If you are a business owner and can donate any professional services to support the Band activities, please let us know. Examples include travel agent, music instructor, newspaper/radio/TV affiliation, nurse, truck driver, printing services, etc

VIII. Audition Information

Auditions will take place in **October** for chair placement and in **April** for Band placement for the following school year. All students (except graduating seniors in April) will go through the audition process as described below:

REQUIREMENTS

- **Major Scales (20 points):** Students will know all major scales and will perform selected scales, legato tongue up and down, in quarter note/eighth note pattern at mm = 100 in as many octaves as possible: C F Bb Eb Ab Db/C# Gb/F# Cb/B E A D G
- **Chromatic Scale (20 points):** Students will perform their chromatic in the full range of the instrument, as fast as possible, using slur-up/tongue-down articulation.
- **Prepared Piece (30 points):** Each student will perform a prepared selection.
- **Sight-Reading (30 points):** Each student will perform a sight-reading excerpt which will be chosen by the director.

PERCUSSION REQUIREMENTS:

- Snare - Rudiments: each to be performed open/closed/open, prepared, sight-reading
- Mallets - Scales and Chromatic, prepared and sight-reading
- Timpani Tuning and sight-reading

GENERAL AUDITION INFORMATION:

- Don't wait until the last minute to begin working on your prepared piece.
- If you have a conflict (as approved by the director) it must be cleared ahead of time. No-shows will not get another chance to audition unless excused.
- October auditions will be done blind, April auditions will be done in person
- Use of scale sheets or fingering charts, talking during the auditions or arriving late may result in disqualification.
- Talking is not allowed during the auditions!

XI. Equipment Information

GENERAL INFORMATION:

All instruments should be brought to class in good working condition. That means tuning slides are movable and valves or keys are not sticking or leaking. Brass and Woodwind players need to provide good reeds and mouthpieces and any accessories (mutes) that are necessary to perform the music.

All instruments will be kept in their assigned locker. Any instruments found left out will be confiscated and the student must pay a \$1.00 fine to retrieve them. Students are responsible for paying a lock rental fee each year.

No student shall touch another student's instrument at any time or for any reason. Percussion instruments are off-limits to all band members with the exception of percussionists.

SCHOOL-OWNED INSTRUMENTS:

Each student using a county-owned instrument must pay the required rental fee and turn in the rental contract. This includes percussionists. If your FCPS instrument is in need of repair you should tell the director immediately. County-owned instruments will be sent out by the director for repairs if needed. Any damage due to neglect or horseplay will be paid for by the student. Students renting a county-owned instrument are not allowed to let anyone else play them. You are responsible for this instrument.

PERSONAL-OWNED INSTRUMENTS:

If a personal instrument is taken in for repair, the student must bring in a parent-signed note along with the repair slip to be excused without an instrument. If the instrument will be in the shop for a long time, it is recommended that you ask for a loaner.

It is highly recommended that parents put instruments on your home-owners insurance. Make sure that you have the Instrument name (ex. Clarinet), Make, Model and serial number plus notate any accessories in the case as well.

PERCUSSION: Every percussionist must pay the \$52 FCPS percussion fee payable to Centreville High School. Percussionists should have the following:

Mallet bag

General snare sticks

Marimba mallets (yarn)

Timpani mallets (generals)

Snare pad

Note: Make sure all mallets, sticks and bags are labeled with your name in permanent marker

BRASS – Cleaning cloth, valve, rotary oil or slide grease, appropriate mouthpieces for the high school level (Trumpets: 7C is a beginner mouthpiece. It is time to go to a bigger one – 5C, 3C, etc.), a straight mute.

WOODWIND: ACCESSORY UPGRADES

B-FLAT CLARINET: SAXOPHONE:

Mouthpiece: Vandoren 5RV Lyre (profile 88) Mouthpiece: Selmer C* (C-star)

Ligature Vandoren, Bonade or Rovner Ligature: Rovner or VanDoren

Reeds*: Vandoren (no Rico) Reeds*: Vandoren (no Rico)

Swabs: Cotton Handkerchief Swab

BASS CLARINET:

Mouthpiece: Selmer C* (C-star)

Ligature: Rovner or VanDoren

Reeds*: Vandoren (no Rico)

***REEDS:** Students should have at least 5 playable reeds at all times. High school players should be on a 3, 3 ½ or 4 depending on their experience and whether or not they are taking private lessons. Bass Clarinet students should be on at least a 3 or 3 ½ in High School. Plastic reeds are not acceptable to play on.

You can get your best prices online:

Cascio Interstate Music – www.interstatemusic.com

Woodwind/Brasswind – www.wwbw.com

Frederich Weiner Music – www.weinermusic.com

Hickeys Music – www.hickeys.com

XI. Charms Office Assistant

Fairfax County Public Schools has implemented a new system to account for managing its music programs. With this system, students and parents will be able to access personal financial information, communication, calendars, etc. – all for band! There is even an online portal for virtual private lessons! This program will help manage the Centreville Band's growing bookkeeping needs. Please read the following instructions carefully and **complete each step**. The Wildcat Band Boosters and I want to ensure that each band family is receiving communication. Thank you!

1. Log onto www.charmsoffice.com
2. Click on Enter/Login, found at the top right corner of the page
3. Under Parents/Students/Members, you will need to enter our code. Type:
FCPSCentrevilleHSBand (match the capitalization typed here)
4. Enter the Student/Parent area
5. **Your password is your FCPS Student ID. Enter it to log into the system** *
6. Please go to Update Info to ensure that your information is accurate. You are checking to see that:
 - a. Student First and Last name are accurate
 - b. Full Address (including city and zip code) and Phone number are accurate
***YOU MUST INCLUDE AT LEAST ONE PHONE NUMBER, PREFERRABLY A CELL #**
 - c. A Valid Email Address that you have frequent access to is listed
7. **OPTIONAL** – if you own your instrument and want to update the information, feel free to do so now
8. You will do the same for your parent's information. Find adult links at the bottom of the page. You can add an adult if necessary. A valid email address is most important!
9. Go back to the HOME screen and update your password, if you would like.

*If your student ID does not work, don't panic! Some students were given random IDs that do not match their FCPS login information. I can help you with this if you are unable to access the system.

Centreville High School Uniform Contract

Student's Name: _____ Grade: _____

Parent's Name: _____

As a Centreville High School Wildcat Band Member, I agree to use and, after each performance, return in good condition, the assigned uniform(s). If any part is damaged (to be determined by the band director) beyond repair or lost, I will assume responsibility for replacement costs which are outlined below:

Marching Hat	\$50	Plume	\$20
Beret	\$10	Hat Box	\$20
Marching Pants	\$100	Marching Jacket	\$250
Tuxedo Pant	\$25	Tuxedo Jacket	\$60
Concert Dress	\$60	Pearl Necklace	\$5
Bowtie	\$10	Black Socks	\$3
Garment Bag	\$10	White Marching Gloves	\$2

I understand that uniforms are NOT to be taken home unless otherwise granted permission.

Student's Signature: _____

Date: _____

Parent's Signature: _____

Date: _____

CVHS Band Agreement

PAYMENTS REQUIRED: We understand that the CVHS Band Program will begin with Marching Band Camp in August, by which time marching students must have fulfilled the marching band payment to cover the cost as explained in the marching band packet. The cost of marching shoes is not included in this payment. Those students not involved in marching band must fulfill the General Band payment (**\$135**) [*half by 9/26 and remainder by 10/24*].

****Spring Trip fees (NOT MANDATORY)** will be payable after October, with two or three approximately equal payments due before the trip. Fees must be paid totally paid by the given, final date and are *non-refundable*. Estimated expenses will be about \$650; actual prices will be given out during the year. Checks should be made payable to "CVHS" unless otherwise noted. Please put your child's name on the memo line. *All monies paid towards band are non-refundable. Students who have not fulfilled their band payments may not attend this trip until all fees are paid*

TIME COMMITMENT: Students will be expected to attend the anticipated practice and performance times for the school year, as identified below:

MARCHING BAND SEASON:

Marching Band Camp 2014 begins August 4. Marching Band Practice after school hours: Tuesday/Wednesday/Thursday 3PM-5PM. Guard and drum line schedules may vary and will be announced by their instructors. All home football games, including Homecoming. Competitions: Four Saturdays in September, October and possibly November.

CONCERT BAND SEASON:

Concert season begins at the conclusion of the marching season. A few after school rehearsals may be called. Every effort will be made to give at least 2-week's notice.

CVHS Band Agreement Acknowledgement (please fill out completely and clearly!)

We have read and understand the time and financial commitments necessary for participation in the CVHS Band program.

Last Name _____ First Name _____

Grade _____ Concert Instrument _____

Parent's email address _____

Student's email address _____

Instrument (if privately owned) _____ Serial Number _____

Make _____ Model _____

PLEASE READ THE HANDBOOK CAREFULLY BEFORE SIGNING BELOW

"We have read the CVHS Band Handbook and our student has our permission to participate in the Band activities as described in this handbook within the guidelines described. We understand that our student is responsible for all performances and rehearsals as printed in the band calendar. We understand that in addition to service hours we are asked to provide for Tag Day, we will look for ways to donate six (6) additional hours of service towards the band."

Parent/Guardian Signature _____

"I have read the CVHS Band Handbook and agree to abide by the policies stated. I realize that failure to follow policies or directions will result in disciplinary action that could lead to dismissal from the CVHS Band. I understand that I am responsible for attending all performances and rehearsals as printed in the band calendar."

Student signature _____

Student Name (Please Print) _____

Date of both signatures _____

**SIGN AND RETURN THIS FORM.
KEEP ALL OTHER PARTS OF THIS HANDBOOK.**

Instrument Storage Locker Contract

Each band and orchestra student will have an instrument storage locker checked out to them. All attempts will be made to assign one locker to one student, but due to space limitations, there is a possibility two students may have to share a locker. Locks are combination master locks with key access by the directors. Students will pay a yearly \$5 rental fee for the lock and locker.

Storage Locker and Storage Room Policies:

- **Do NOT share your combination with anyone!**
- **This locker is for instruments and music, NOT for other books and papers, gym clothes, shoes, etc. The band and orchestra directors reserve the right to enter a locker at any time and remove any items not permitted in the storage lockers.**
- **Instruments and instrument cases must always be in the storage room IN THE LOCKER with the locker locked. Instruments will NOT be on the floor for any reason.**
- **These storage lockers are for convenience only, there is NO INSURANCE POLICY for items lost or stolen from this room. Make sure you have personal instruments on your homeowner's or renter's insurance policies.**

Return this form with the \$5 lock fee (checks made payable to CVHS) to your director

Student Name (printed neatly): _____

Locker #: _____ Combination: _____ Instrument: _____

I understand and will adhere to the storage locker policies as listed above.

Student Signature: _____

Parent Name (printed): _____

I understand the policies for the storage room as listed above.

Parent Signature: _____

Parent Volunteer Form

Yes! I would like to volunteer in the following areas. You will be contacted to confirm before each activity.

Uniform Closet

_____ assist with fittings mid-September
 _____ assist before and after concerts

Spring Trip

_____ 2015 Trip Coordination Assistant NYC (April 16-18, 2015)
 _____ 2015 trip chaperone*
 *does not guarantee placement

Chaperones

_____ Coordinator
 _____ Concerts
 _____ Graduation (June 23, 2015)

Fund Raising

_____ ~~Script~~ assist with selling ~~script~~
 _____ Citrus
 _____ ~~Band merchandise~~
 _____ Other (TBD)

Band Boot Camp

_____ Jan. 16&17, 2015 (WE and Sym.)
 _____ Jan. 23, 2015 (Con. and Perc. Ens.)

General

_____ Nurse
 _____ Newsletter Publisher
 _____ Class Liaison – circle one – 9th, 10th, 11th, 12th
 _____ ~~Carpool Coordinator~~
 _____ Band Photographer
 _____ Pit Crew
 _____ Hospitality

_____ Whatever you need help on, just give me a call
 _____ I have interest and/or experience in the following areas, and would be willing to donate my time to helping the band (ex: carpentry, still photography, specific fundraising opportunities, etc.)

Student Name: _____ Instrument: _____

Parent Name: _____

Address: _____ Zip: _____

Home Phone: _____ Work Phone: _____

Email: _____

TAG DAY PARENT VOLUNTEER FORM

Yes! I would like to assist in the following areas. You will be contacted in advance of Tag Day to confirm your assignment.

Driver – drive small groups of students to local neighborhoods where the students will go door-to-door asking for donations. Driver signups are now on a separate sheet of paper. Your child will be creating their own group and finding their own parent driver to commit to driving a group of students. See the sheet your child brings home for more info!

_____ Headquarters – check-in/registration etc.

_____ Hospitality – set up and maintain food and drink tables.

_____ Weekly Volunteers – attend weekly meetings in advance of Tag Day and prepare envelopes, solicit for donations etc.

_____ Anything – just sign me up and let me know!

TAG DAY IS ON SATURDAY, SEPTEMBER 27th, 2014

Student Name: _____ Instrument: _____

Parent Name: _____

Address: _____ Zip: _____

Home Phone: _____ Work Phone: _____

Email: _____

CVHS Wildcat Bands' Syllabus 2014-2015

Centreville High School Wildcat Bands' Mission Statement - It is the mission of the Centreville High School Wildcat Bands to provide a structured environment for learning the fundamentals and value of music through performance in Band. We strive to help students achieve at their highest possible level, and we will work to instill a sense of self-confidence, cooperation, respect for self and others and musical integrity in every aspect of performance. Most importantly, Band students will learn that they are a part of an organization where dedication and accountability to the group is the key, not only for individual success, but also for the Band as a whole. Self-discipline in instrumental music is the key to many learning experiences that will enrich the life of every individual.

Required performances for Band 2014-2015

Marching Band

Home Game Dates: 9/5, 9/12, 9/19, 10/2, 10/17, 10/24

Away Game Dates: 10/10

MB Competition Dates: 9/20, 10/11, 10/25

*****TAG DAY - SATURDAY, SEPTEMBER 27 (highly expected for the entire Music Dept.)**

Concerts/Events: (by no means an exhaustive list – please see Band Calendar for complete event listings)

9/27	Tag Day (all Bands)
12/4	Winter Band Concert (all Bands) [dress rehearsal 12/4]
12/19	Music Department Winter Assembly (WE only) during the school day
1/16-1/17	Band Boot Camp (WE and Sym. only)
1/23	Mini Band Boot Camp (Con. and Perc. only)
2/17	Pre-Assessment Concert I (WE and Sym. only)
2/19	Pre-Assessment Concert II (Con. and Perc. only)
3/6-3/7	District Band Assessment at West Springfield HS (exact dates/times TBD)
3/25	CVHS Band Trip to NYC!
5/21	Spring Band Concert (all Bands) [dress rehearsal 5/20]
5/29	JazzCats Café Concert
6/23	Graduation at Patriot Center GMU

Grading Grading points

A point scale will be used to determine grades for band.

*Band class = 10 points

After school rehearsals = 50 points

Playing Tests/Homework (SmartMusic) = 100 points

Performances = 100 points

Maximum points can be earned by following proper attendance procedures, completing all class work, and fulfilling all student responsibilities. See below for grading specifics.

1st Quarter

Marching Band (only)

- 30 points - Performances (Competitions and Games)
 - Attendance and Inspection Grade (COMPLETE uniform, lyre COMPLETE with all pep music)
- 25 points - Rehearsals
 - Attendance/On Time
 - Materials for rehearsal (Instrument, Drill Cards, Marching Shoes, Pencil, Music if not passed off)
- 20 points - Music Pass Off
- 25 points - Dot Books
 - Due (TBD) after the last drill set has been taught
 - A** – Complete (Measure #'s, Counts, Drill spots)
 - F** – Incomplete
 - 0** – Not done at all (Not turning in the dot book will drop you at least one letter for the quarter)

Marching Band Exemption (only for students exempt from marching band)

- 100 points - Performance/Playing test
- 50 points - Participation

2nd Quarter

Fall Auditions
Winter Concert
District Band Audition/Test

3rd Quarter

Festival Music preparation

Music measure numbering
Sectionals
Pre-Assessment Concert
District Band Assessment

Spring Concert
Graduation
Seniors are graded heavily on class participation and attendance in the 4th quarter. There is no place for "senioritis" in an organization like this.

4th Quarter

Spring Auditions (seniors exempt from this audition)

*Band Class includes, but is not limited to:

- Class participation (excessive tardies, excessive absences or any unexcused absences will be dealt with according to CVHS discipline standards and result in a lowering of Band Class points)
- Appropriate behavior (any disruptive behavior, display of bad attitude, disrespect, or gum or food in class will result in lowering of Band Class points)
- Materials for class (ex. Instrument, music, pencil, sheet music or other)

FAQ's

1. *How do I turn in money?* Any trip payments, forms, etc. should be placed in "The Black Box" in the band room. Any money should be in an envelope with your name, date and what it is for on the front. Please do not put forms in the envelope.
2. *What if I become ill and cannot make a rehearsal?* Contact the band director (703-802-5457 or mahall3@fcps.edu) before the rehearsal begins. Do not have another student relay the message – do it yourself. Bring a parent signed note the next day. **You should never, ever just not show up regardless of the reason!!** Remember that we are counting on you!
3. *What if I am out of school and there is an after-school or night rehearsal on that day? Am I automatically excused?* No. You should make every effort to be there. If you are feeling okay, come to the rehearsal. If not, re-read FAQ #2.
4. *What if I find that I have a conflict with a scheduled performance?* You have all performance dates well in advance. Any conflicts should be communicated to the band director well in advance as well. See Band Handbook for specifics.
5. *What if I forget my instrument or music for class?* Be honest and tell Mrs. Hall before class starts and take your grade deduction. If you don't, and are discovered later, the consequence could be a double grade deduction as an Honor Code violation.
6. *What if my instrument is in need of repair?* If it is a school-owned instrument, bring it to Mrs. Hall immediately and she will send it out for repair. If it is your own, take it to a recommended repair person ASAP. You must have a parent-signed note or a repair ticket in order to be excused.
7. *What if I lose my music?* Don't lose your music!
8. *What if I leave my instrument out?* Don't leave your instrument out! (you will have to pay a \$1.00 fine to reclaim it)
9. *What is the consequence if I have gum or food in the band room?* Grade deduction and you will stay after class/school for Band room clean-up.
10. *Does my conduct in class affect my grade?* Yes, because it is a performance class and your actions can prevent you and others around you from learning.

Technology statement:

Cell phones, iPods, electronic game devices, etc. have no place in the band rehearsal or performance for a performer or a listener. They will be confiscated. Any electronic device found to be used at times other than designated by the band director WILL be confiscated and sent to the students' sub-school, where CVHS disciplinary action will apply.

Facebook, Twitter, etc. are popular methods of communication in society today. Remember that anything you say or post to a social media site becomes public knowledge and can be hurtful to others. Any use of social media for the purpose of making negative comments about other students will be considered "cyber-bullying" and will be dealt with by the administration. Membership in the Wildcat Band family is an honor and a privilege. Any negative comments about the band program and its endeavors on social media are highly discouraged. If you have a question or a concern about the band, it is desirable to go directly to the band director.

Band Syllabus

PLEASE READ THE SYLLABUS CAREFULLY BEFORE SIGNING BELOW

"We have read the CVHS Band Syllabus and our student has our permission to participate in the Band activities as described. We understand that our student is responsible for all performances and rehearsals as printed in the band calendar. "

Parent/Guardian Name (Please Print) _____

Parent/Guardian Signature _____

Date _____

"I have read the CVHS Band Syllabus and agree to abide by the policies stated. I realize that failure to follow policies or directions may result in disciplinary action that could lead to dismissal from the CVHS Band. I understand that I am responsible for attending all performances and rehearsals as printed in the band calendar."

Student Name (Please Print) _____

Student signature _____

Date _____