



Robert E. Lee High School
Lancer Marching Band
6540 Franconia Road
Springfield, VA 22150

June 12, 2014

Dear Band Members and Parents:

This packet contains MUCH information designed to answer your questions about the Marching Band program and activities. Included in this packet is all the information you need concerning this year's Marching Band Pre-Season Instructional Retreat (formerly "Band Camp"). Please take the time to read this entire packet in detail so you have a complete understanding of our Marching Band program. Please return your permission forms and \$75 band camp fee on July 16.

"Back-to-Band Night" is Tuesday, August 12. All Marching Band members and parents are **required** to attend this meeting. During this meeting:

- Final details for Pre-Season Instructional Retreat will be covered.
- All forms and fees will be due on or before this date
- Instrument contracts for school-owned instruments used for Marching Band will be signed.

We will have a busy few weeks. Please adhere to the following for all band activities:

- Students are expected to arrive ON TIME and well rested for all rehearsals.
- Times on the itineraries are "start times" for rehearsals.
- Students are expected to abide by all policies of Fairfax County Public Schools.
- All band rehearsals are required of every student for the entire scheduled time.
- Plan ahead to avoid conflicts that might cause you to be absent from any rehearsal.

The calendar included in this mailing is for Marching Band activities only. *You will receive the full year's calendar during class the first week of school. This information will also on the Lee HS website, under Master Lee Calendar.*

The goal of Pre-Season Instructional Retreat is to learn the entire field show. This year we will be rehearsing at Lee HS and Franconia Park, and I have no doubt that we will be successful in attaining that goal. It is exciting to see how the show comes together in a few short weeks, and we will have an open rehearsal for parents and guests to see our "work in progress." The open rehearsal will be Friday, August 22, 10:00 – 12:00 noon. At that time you are invited to come out watch rehearsal, and feel free to take any photos for our band slide show or for your own scrapbook. Bring your family and friends!

As with any activity, Marching Band does have its fees. We are fortunate that the FCPS School Board will continue their financial support of all FCPS High School Marching Band programs this year. Fees will continue to be necessary, but your cost will remain consistent with previous marching seasons. The total cost of our Pre-Season Instructional Retreat this year will be \$75. The amount has been assessed strictly to cover the cost of the camp: 5 lunches, 4 dinners, and other activities.

The FCPS Marching Band Fee will cover consumable materials, and must be approved by the school principal. Until we have a new principal at Lee, the fee cannot be finalized. In keeping with fees charged in the past several years, approximate guidelines on costs of materials are \$33.00 for shoes, and \$100.00 for the FCPS fee. Any adjustments to this fee will be communicated before Back-to-Band Night.

Due to FCPS regulations, payment coupons are assigned to EITHER Lee Band Parents, OR to Robert E. Lee HS. It is important that you read the coupons carefully, include coupons with each payment, and make payments to the correct organization. Checks for Lee HS cannot be combined, and must match the payment coupons exactly. Students eligible for the federal Free and Reduced-Price Meals program MUST turn in the FCPS Consent Form in order to have fees reduced.

Everyone has financial difficulties at one time or another; the Lee Band Parents and FCPS will continue to assist you. We do not want anyone to drop out of Marching Band because they think it is too expensive. Please notify me if you need additional time in meeting the band's expenses. You may also contact Band Booster Roger Lee at 703-282-5133. Your information will be kept strictly confidential.

In addition to financial support, the Lee Band Parents Organization exists to support our band program through countless volunteer hours. As the Director of Bands, I can honestly say that our bands could not function at the present level without our many volunteers. Parents, we are in need of volunteers to assist in the support of the Lee band program. We particularly need parents to help with meals during our Instructional Retreat, and with uniforms throughout the year. A volunteer sign-up sheet is included in your packet. Please take time to read this information and sign up to help your students.

This year's show is *Shades of Latin*. You will receive your music prior to the start of band camp. Parts will be assigned based upon your audition at the end of the last school year, and are distributed so that all parts are covered for a balanced sound. Any adjustments will be made at band camp. In the meantime, wind players should continue to do lip slurs, breathing exercises, and play any music to keep up your endurance; percussionists should work on the exercises learned during drumline clinics over the summer. If you need any help, contact your leaders for information. Before you come to camp, remember:

- You are expected to practice your music so you will be ready for the first day of rehearsal. It is unacceptable to sight-read on the first day!!
- All students must have the entire show memorized before Preview Night.
- Bb stretch and F stretch need to be memorized.
- 12 major scales need to be memorized in the All-District Band pattern. (New marchers, you should know up to 3# and 3b from your middle school band.)
- Auditions for solos will be held during home camp. Anyone who has the solo written on the music you receive (even cue notes) may audition; solos must be memorized for the audition.

Take advantage of all the great performances in our area this summer. We are fortunate to have some of the best musicians in the world in our U.S. military bands. Try to attend some of their free concerts in the area this summer. (You can check their websites for specific information.)

Although I do not have regular office hours in the summer, I will be checking my e-mail periodically. My e-mail address is KDMay1@fcps.edu. If you have any questions during this time, or any other time during the summer, you may also contact Mrs. Denise Katz, Performing Arts Administrator, at 703-924-8305 or dkatz@fcps.edu.

I look forward to seeing you all again in just a few months. We are going to have an outstanding season. Have a restful summer, and remember to practice!

Sincerely,

Kelly D. May Magee
Director of Bands

MARCHING BAND CHECK LIST/FEES FORM*

* *All forms are color coded, so please fill out only those forms included in this packet!!*

BAND MAILING CHECKLIST (information included in this packet)

- Cover letter (double-sided white sheet)
- Marching Band "Camp" (General information and packing list - double-sided white sheet)
- Schedules (IMPORTANT: These replace ANY previous calendars):
 - Summer Marching Band rehearsals/Marching Band performances (yellow sheet)
 - Away camp itinerary (yellow sheet)
- Booster President's letter (double-sided white sheet)

FORMS TO BE RETURNED WITH SIGNATURES BY JULY 16*

- * IMPORTANT: Return **all Booster payments** to: Lee Band Parents
P.O. Box 491
Springfield, VA 22150-0491

Return **all forms & FCPS fees** to: Ms. May in the band room

- _____ FCPS Consent to Share Information Form for Free and Reduced-price Meals Program
- _____ Field trip permission – Marching Band Rehearsals 8/22/10– 8/26/10 (double-sided green sheet)
- _____ Field trip permission – Marching Band Activities 8/16/10 – 11/11/10 (reverse of above sheet)
- _____ Parent/student contract (pink sheet)
- _____ Emergency care form/Authorization for medication form (blue sheet)
- _____ Authorization for use of inhaler form/Emergency Care for Prevention of anaphylaxis (download from FCPS website – ONLY complete these forms if the student uses an inhaler or epi-pen.)
- _____ Parent Volunteer form (purple sheet)

BOOSTER PAYMENTS (use attached coupons for payments)

- _____ **Band camp payment* (\$75), due July 16**
- _____ Marching uniform alterations (\$30), due August 12

FCPS FEES (coupons will be sent once new principal approves fees)

- _____ Shoes (anticipated cost \$33.00), (NEW marchers, or those whose feet have grown!) TBD
- _____ FCPS Marching Band fee ** (anticipated cost \$100) TBD

* The \$75 band camp payment includes lunch and dinner, admission to Cameron Run Water Park, and all other camp activities.

** The FCPS Marching Band fee covers all uniform costs, including cleaning, alterations, uniform replacement, T-shirt, gloves, and other consumable materials.

**This is YOUR checklist.
Please do not return this form.
Use attached payment coupons when mailing payment.**

MARCHING BAND PRE-SEASON REHEARSALS & INSTRUCTIONAL RETREAT (formerly “Band Camp”)

Summer Marching Band rehearsals begin at Lee High school on August 11, 2014. What we used to call “Away Camp” is August 18-22, and evening rehearsals continue at Lee, August 25-27. In fewer than 15 days, students learn marching fundamentals, memorize music, and learn drill. Our first performance will be Thursday, August 28, at the first home football game of the season. In order for all this to be accomplished, commitment is essential, and rehearsal attendance is mandatory.

REHEARSALS: The summer and fall Marching Band rehearsal schedules are included in this packet. Dates for performances are also included. Please mark your calendar now, and keep track of all marching band activities. If you have a conflict with the schedule, inform Ms. May *in writing* (e-mail) as soon as possible.

PERFORMANCES: Due to the nature of band, just like sports practices, our rehearsals are not open to the public. This is to ensure maximum rehearsal time without interruptions or distractions. *However*, there will be several performances during band camp to which all parents will be invited. The first will be at our picnic on Friday, August 15. Next will be the final run-through at the conclusion of our first evening rehearsal in the Lee HS stadium on Wednesday, August 27, our “Preview Night.” We will also have one “open” rehearsal: Friday, August 22 from 10:00 a.m.-12:00 noon., at Franconia Park.

EQUIPMENT: For each rehearsal, students must be prepared with:

- instrument
- guard equipment/accessories
- music
- drill books (hard three-ring binder and sheet protectors)
- dot books (these will be provided to you at home camp)
- pencil
- accessories (reeds, valve oil, sticks, mallets, etc.).

Make sure your instrument is in PERFECT playing condition BEFORE rehearsals begin! Get problems fixed now to avoid problems later on! If you need a school-owned instrument, contact me immediately. There is no rental fee for marching-specific instruments. Below is information for specific instruments:

- **Flutes:** We do not march with flutes, so ALL flute players will need to rent a piccolo from a local music store. Unfortunately our school has no piccolos to loan.
- **Horn, euphonium, tuba:** All these instruments have marching versions that you will borrow from the school. You need to sign these out ASAP, so you can learn any alternate fingerings.

UNIFORMS: Marching band uniforms will be fitted after rehearsals on August 14-16. Shoes will also be fitted during these times. Please follow the schedule below:

Wednesday, August 13, 3:00 p.m. – all returning marchers

Thursday, August 14, 3:00 p.m. – all new BOYS

Friday, August 15, 3:00 p.m. – all new GIRLS

Color guard will be fitted before this time. You will receive more information during the summer.

TRANSPORTATION: Students are expected to arrive promptly for rehearsal and to remain until it is over. If you need help with car pools, information will be distributed to students during the week of home camp. Lack of transportation does not constitute an excused absence. Students will travel by bus to Franconia Park, but must provide their own transportation to and from Lee H.S.

MEALS: Lunch and dinner are included in your band camp fees during the week of August 18-22. We will take a lunch break on August 13-15. Students will not be permitted to leave school grounds, and therefore must pack a lunch. All students must bring their own water bottles to practice daily. Students are expected to eat breakfast at home, and may wish to bring snacks to rehearsal to eat during breaks. We will be very active, so keep this in mind when planning your meals, snacks, and drinks.

FACILITIES: Franconia Park has a turf field, which we will use in the mornings August 18-22. We are guests of that facility, and need to respect it accordingly. The remainder of our time will be spent at Lee. We will have access to other areas of the school, and instructions will be given throughout the week, according to the custodians' schedule. You will be able to leave equipment and personal items in the Lee Band Room during the week, but everything must go home on Friday when we return from Cameron Run. The band room will be used for meetings during the following week as teachers prepare for the start of the school year.

WHAT TO WEAR: Wear comfortable, cool clothing: shorts and T-shirts are appropriate; jeans are not. ALL marchers **MUST** wear **running shoes and socks** on the field during marching rehearsals. **NO SANDALS** or open-back shoes! **NO SKATE SHOES** such as Air walks or Vans! Students may, however, change into sandals during indoor music rehearsals or sectionals where no marching is done. Bathing suit tops and sports bras without shirts over them are not permitted, and boys must keep shirts on at all times.

WHAT TO TAKE: Even though we will shuttle back and forth from Lee each day, students will need many of the following items throughout the day. Please check the list and pack a small bag or backpack with necessary items. Meals are included in the cost of camp, but students who wish additional snacks should bring them. Students need to bring their own filled water bottles to start the day. Students will refill their bottles during frequent water breaks.

Mark all personal belongings with your name.

Long pants/athletic pants	sandals	cooler
Shorts	sweatshirt/jacket	medications
t-shirts	sunglasses	raincoat
hat/visor	snacks and drinks	insect repellent
tennis shoes and socks	water thermos	sunscreen

EMERGENCY CARE: All students are required to have an updated FCPS Emergency Care form on file. Please go to the FCPS website, download, complete, and print out your form. Forms are due no later than Back-to-Band Night on August 12. Please note that sports physicals are NOT required for Marching Band, since it is part of a class. Here is the link: <http://www.fcps.edu/it/forms/se3.pdf>

MEDICATION: If your child will need medication during rehearsal hours, we must follow FCPS procedures. We cannot dispense any medication without the proper FCPS forms. Keep all medication in its original container. For prescription medication, the label must show the physician's name, patient's name, medication, dosage, time and duration to take medication. Non-prescription medication should have the student's name/dosage written on it by the parent. Please send only the amount needed during rehearsals. Before the band leaves, the parent should show the medication to the Assistant Director, and verify that the above procedures are followed. Students who carry medication (ie: inhaler, Epi-pen) **MUST** keep that medication in a secure place and must not dispense it to any other student. Students who use inhalers or Epi-pens **MUST** turn in a completed FCPS form, and carry their inhaler or Epi-pen with them at all times. Here are links to the forms.

Epi-pen: <http://www.fcps.edu/it/forms/se64.pdf>

Inhaler: <http://www.fcps.edu/it/forms/se65.pdf>

Medication Authorization: <http://www.fcps.edu/it/forms/se63.pdf>

FEES: Please adhere to the payment schedule outlined on the attached list and coupons. Deadlines are critical in order to meet the needs of the band. Make checks payable to the correct organization as listed on the payment coupons.

PERMISSION FORMS: You will need to complete several permission forms for Pre-Season Rehearsals and Instructional Retreat, Marching Band Season Events, and Parent/Student Contract. These forms must be turned in on or before Back-to-Band Night on August 12.

CONTACTING YOUR CHILD AT CAMP: Students are not permitted to use cell phones during any rehearsal. We follow the same procedures as if students were in class. ***In case of emergency***, please call Ms. Lori Barb, Director of Student Activities, at Lee H.S. at 703-924-8352, and her office will notify Ms. May Magee.

CONTACT INFORMATION: The following leaders and staff can assist you with questions:

Drum Major:

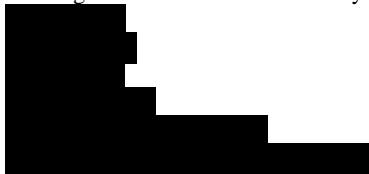
Assistant Drum Major:

Field Captain/Woodwind Captain:

Field Captain/Brass Captain:

Percussion Leaders:

Guard Instructor:





Robert E. Lee High School
Band Parents Booster Organization
P.O. Box 491
Springfield, VA 22150



12 June 2014

On behalf of the Lee Band Parents Booster Organization, I'd like to extend a special welcome to the new students and families joining us and welcome back all returning students and parents (and thank you for your exceptional support last year) for the 2014-2015 Lee Lancer Band program. In this note, I hope to provide more information about our band program and the year ahead.

- 1. What is the Band Parents Booster Organization?** The Band Parents Booster Organization is a 501(c)(3) non-profit organization chartered to support the director and the band program. We do this in 3 primary ways: (1) We organize and assist in fundraising efforts for the band. Fairfax County is bearing more of the costs this year & we've updated our budget for your review and approval accordingly. We raise funds through a combination of individual fees and fundraising efforts. (2) We provide logistical assistance to the band program by providing chaperones for away trips, uniform helpers for marching band performances and other band concerts, pit crew for hauling instruments and show materials, support for summer band camp, and many other volunteer positions to help the directors put on top-notch performances. (3) We support our students in many ways (e.g., driving them to and from rehearsals and performances, providing food and drinks, ensuring their safety, etc.).
- 2. Communications is essential for a successful year.** While you may get school forms and information by mail from the school, most communications from the Band Director, Band Staff, and the Band Boosters comes to you primarily through 2 means: packets/handouts sent home with your student and by email. Please make sure Ms. May and I have contact information to include email addresses for you (home and/or work), your spouse or significant other, and your student. We will not share email addresses with others without your permission & we'll always bcc: you so others won't have access to your or your student's contact information. Also, please set your spam blocker to allow email from Ms. May (KDMay1@fcps.edu) and me (leebandparent@gmail.com). Occasionally, to help ensure things don't slip through the cracks, you may wish to check with your son or daughter to find out about what's going on in band and whether they have forms or other information for you.
- 3. Your help with band fundraisers makes a difference and keeps student band fees low!** Band fundraisers support instruction and a quality band program. Among the items and instructional support not covered by Fairfax County are: uniforms and uniform alterations & cleaning; the marching band show (music and drill); specialized (sectional) instruction; truck rental to move equipment to away competitions; and certain marching

band instruments (just in the last few years we've purchased new mellophones, marching drums, pit percussion carts, etc.). You'll hear more about our budget tonight.

4. **Tag Day – Saturday, 6 September 2014.** What is Tag Day? On Saturday, 6 September 2014, members of the bands from all Fairfax County High Schools will don their marching band & guard uniforms (or band T-shirts if not in the marching band), fan out in our school district neighborhoods, and go door to door soliciting donations to the band program. Last year, we raised \$3,500 in this one day, representing the single largest revenue-generating activity of the band. **All band students must participate** and we need MANY parent volunteers to help (driving students, providing drinks and snacks, counting money, etc.). Please save the date -- 6 September – mark it on your calendar and consider volunteering to help. We need your help to be successful! It's a great way to meet more of the students in the program – and some of the other parents!

5. **Everyone's needed in the concession stand.** While there are many optional volunteer roles where parent involvement is needed and solicited (please be sure to fill out the Volunteer Form in this packet), every marching band family's assistance is needed to help out in the concession stand. The concession stand is operated during fall sports season (which includes Varsity, JV, and Freshman football and Varsity/JV field hockey) and represents our largest revenue source. It gets crazy during halftime! We ask each family to volunteer and sign up to work at least 2 shifts/dates. However, any help is always appreciated and if you'd like to volunteer for additional times, nobody would complain!! I've found this is the best way to meet other parents & hear stories about each other!

It's a fact -- band students and band parents have more fun!! We ask you to volunteer and become involved because, as parents, we've learned how rewarding and fun it is to be part of the Lee Lancer band program. Volunteering to help with uniforms, fundraisers, chaperoning trips, pit crew, and other activities allows you to spend time with your son or daughter, get to know your student's fellow band members, and enjoy the company of other parents. You might even like some of them . . . It's a great way to stay informed and involved!

Again, welcome to the 2014-2015 Lee Lancer Band program. Please let me know if you have any questions or concerns.

Roger [REDACTED]
Band Boosters
Email: leebandparent@gmail.com
Mobile: [REDACTED]

ROBERT E. LEE HIGH SCHOOL MARCHING BAND

PRE-SEASON INSTRUCTIONAL RETREAT ITINERARY

August 18 – 21, 2014

7:45 a.m.	Lee HS Band room opens. Students report/set up instruments & equipment.
8:00 a.m.	Rehearsal begins: Physical warm-up/conditioning/stretchers Marching fundamentals Drill work
8:45 a.m.	Depart Lee HS for Franconia Park
9:00 a.m.	Rehearsal: Drill work at Franconia Park* Breaks as needed
12:00 noon	Return to Lee HS for lunch
1:00 p.m.	Rehearsal: Music and drill at Lee HS Full band/Sectionals with sectional instructors
4:00 p.m.	Supervised recreation (Locations and activities will be discussed at Back-to-Band Night)
5:00 p.m.	Dinner
6:00 p.m.	Rehearsal: Music and drill at Lee HS Breaks as needed
8:00 p.m.	Rehearsal ends/Pack up instruments, put equipment away Load buses
8:20 p.m.	Parents pick up students at Lee HS
8:30 p.m.	Band room closed

August 22, 2014

7:45 a.m.	Lee HS Band room opens. Students report/set up instruments & equipment.
8:00 a.m.	Rehearsal begins: Physical warm-up/conditioning/stretchers Marching fundamentals Drill work
8:45 a.m.	Depart Lee HS for Franconia Park
9:00 a.m.	Rehearsal: Drill work at Franconia Park* Breaks as needed
10:00 a.m.	Rehearsal: Drill work (This is "Open Rehearsal" to which parents are invited.)
11:30 a.m.	Pack truck/clean up all areas at Sandburg
12:00 noon	Return to Lee HS for lunch/camp superlatives/put away all instruments & equipment
2:30 p.m.	Depart Lee HS for Cameron Run Regional Park/Great Waves Water Park
2:45 p.m.	Arrive Cameron Run/Lunch in park/ Time in park with chaperons
5:00 p.m.	Park closes, return to buses, depart for Lee HS
5:30 p.m.	Return to Lee HS/take personal items from band room All students must check out with Ms. May before leaving
6:00 p.m.	Parents pick up students at Lee HS

*Buses will remain at Franconia Park for the 3-hour window of rehearsal. We will return to Lee in the event of bad weather or "Code Red" days.

ROBERT E. LEE HIGH SCHOOL BANDS

SUMMER 2014 REHEARSAL SCHEDULE *

<u>DATE</u>	<u>TIME</u>	<u>GROUP/EVENT</u>	<u>LOCATION</u>
July 16	6:00 – 8:00 p.m.	Music pick-up; Band room open for everyone to pick up music, ask questions, practice, or just visit!	Lee H.S. band room
July 16, 23, 30	6:00 – 8:30 p.m.	Color guard rehearsal	Meet at Lee H.S. guard room
August 6	6:00 - 8:00 p.m.	Music reading session Color guard rehearsal	Lee H.S. band room
August 8	11:00 a.m. – 1:00 p.m.	Leaders' meeting	Lee H.S. band room
August 11-12	8:00 a.m. – 12:00 noon	New marchers Leaders All Percussion (drumline & pit) All Color guard	Lee H.S.
August 12	7:00 p.m.	Full band*	Back-to-Band Night
August 13-15	8:00 a.m. – 3:00 p.m.	Full band*	Lee H.S.
	TBD	Full band	Group picture for fall sports program
August 18-21	7:50 a.m. – 8:00 p.m.	Full band	Lee HS/Franconia Park- <i>See separate itinerary</i> (Transportation will be by school bus from Lee.)
		<i>Lunch and dinner included</i>	
August 22	7:50 a.m. – 2:00 p.m.	Full band	Lee HS/Franconia Park- <i>See separate itinerary</i>
August 25-27	5:30 p.m. – 8:30 p.m.	Full band	Lee H.S.

*“Full band” means all musicians and all color guard!

FALL 2014 REHEARSAL SCHEDULE **

<u>DAY & DATE</u>	<u>TIME</u>	<u>GROUP/EVENT</u>	<u>LOCATION</u>
Tuesdays, September 2 - October 28	2:20 - 4:30 p.m.	Musicians only	Stadium field
Tuesdays, September 2 - October 28	5:30 - 8:30 p.m.	Color Guard only	Aux gym
Wednesdays, September 3 – October 29	5:30 - 8:30 p.m.	Full band	Stadium field
Thursdays, September 4 – October 30	2:30 – 4:30 p.m.	Full band	Bermuda field

***This schedule begins the first week of school. Students are expected to attend ALL events - please make arrangements NOW to ensure full participation!*

ROBERT E. LEE HIGH SCHOOL MARCHING & CONCERT BANDS

2014 FALL PERFORMANCE & EVENT SCHEDULE

DATE	EVENT	LOCATION
Thursday, August 28	Home Football (Robinson)	Lee HS
Friday, September 5	Home Football (Chantilly)	Lee HS
Saturday, September 6, 8:00 a.m.	Tag Day (<u>ALL</u> BAND MEMBERS)	Lee community
Saturday, September 20	FCBDA Invitational	Robinson SS
Saturday, September 27	<i>North Stafford Invitational Competition</i> ~or~ <i>Oakton Classic Competition</i>	<i>North Stafford HS</i> <i>Oakton HS</i>
Friday, September 26	Home Football (South County) <i>Lee Concert Band and 8th graders perform in stands</i>	Lee HS
Friday, October 10	Away Football (Annandale) <i>Perform in stands</i>	Annandale HS
Saturday, October 18 or 25	VBODA State Marching Band Assessment	TBD
Wednesday, October 22	Powder Puff/Homecoming Bonfire	Lee HS
Friday, October 24	Homecoming Pep Rally Homecoming Parade Homecoming Football Game (West Potomac)	Lee HS
Wednesday, October 29	Fall Concert <i>(Concert/Symphonic Bands, Wind Ensemble, Percussion Ensemble)</i>	Lee HS auditorium
Friday, October 31	Home Football – Senior Night (Woodson)	Lee HS

R.E. LEE HIGH SCHOOL PARENT/STUDENT CONTRACT

Parent Agreement:

I/we understand that trip participants are expected to behave in an appropriate manner, following FCPS Students Responsibilities and Rights. Participants may not possess prescription medication, drugs, alcohol, tobacco, weapons, or other prohibited items*. If my daughter/son behaves in a manner deemed inappropriate by the directors, I will be notified of any disciplinary action, including, but not limited to, sending our child home at the earliest possible time at our expense. In the event that the student is withdrawn from the trip, we understand that all monies are non refundable.

Parent's Name(s): _____

Parent's Signature(s): _____

Home Address: _____

Phone numbers where you can be reached for the **duration of the trip**:

Home Phone: _____ Work Phone: _____ Mobile Phone: _____

Student Agreement:

I have read the material provided for the trip and I am fully prepared to respect all rules and guidelines outlined in the FCPS Students Responsibilities and Rights document. I understand that trip participants are expected to behave appropriately. I may not possess prescription medication, drugs, alcohol, tobacco, weapons, or other prohibited items*. If I behave in a manner deemed inappropriate by the directors, I will be notified of the corresponding disciplinary action, including, but not limited to, a trip home at the earliest possible time at my expense. I also understand that I may be excluded from participation in future overnight field trips.

Student's Name: _____

Student's Signature: _____

*Prohibited items for this trip include:

- Cell phones/mp3 players (may be used during recreation hour ONLY)
- Large game systems (handheld are acceptable)
- Video cameras
- DVD players
- Personal computers
- Spray cologne, perfume, or deodorant (solids are acceptable)
- "Energy drinks" (such as Red Bull, Venom, Adrenaline Rush, etc.) - prohibited by FCPS!

Please Return This Form!
Lee Band Parents Volunteer Interests
2014-2015 Season

As you can imagine, it takes a small marching army to support our Marching Band. You'll be hearing more from the Lee Band Boosters about band activities and volunteer needs as we get closer to the start of Marching Band, but we ask you to complete this form NOW and return it with your child's band fees (Please use a separate form for each volunteer in your family). We need ALL parents to pitch in to help make this season a success. Volunteering not only supports your child's band program, but also lets you get to know other students and their parents. Besides, we do have fun!!

Please complete this form and return to: **Lee Band Parents, Box 491, Springfield, VA 22150. If you have questions, please contact Roger [REDACTED] at: [REDACTED].** Thanks!!

Parent Name

Student's Name

Parent's Phone Number

Parent's E-mail

Volunteer Opportunities (please check ALL that interest you!)

_____ **Help with "Welcome to Marching Band" Picnic (Friday evening, August 15)**

Pre-Season Rehearsals "Home Band Camp" (August 13-15):

- _____ Assist with uniform fittings, 2:30 – 4:30 p.m.
- _____ Take uniforms home for alterations

Pre-Season Rehearsals "Away Band Camp" (August 18-22):

- _____ Serve lunches and dinners at Lee High School: one or more meals, as needed or available
- _____ Prepare food at home
- _____ Supervise afternoon recreation, approximately 3:55-5:00 p.m. Monday-Thursday
- _____ Chaperone Friday afternoon outing to Cameron Run Park, 1:00 - 5:30 p.m.
- _____ Take equipment to Franconia Park (Monday - Friday mornings)
- _____ Return equipment to Lee (Monday - Friday at 11:50 a.m.)

Marching Band Season: All band families will be assigned to assist in the concession stand during a football game or other fall sports event. We also need help with:

- _____ Concession stand **committee**
- _____ Pit Crew
- _____ Uniforms (help with fittings, alterations)
- _____ Chaperone for marching band competitions (see calendar for specific dates)

Fund Raising:

- _____ Tag Day (September 6): more information to follow—lots of parent helpers needed!
- _____ Tiny Tots Concert (December 2 & 3)
- _____ Car Wash Coordinator
- _____ Cheesecake/Greens Fund Raiser

Ongoing Volunteer Activities:

- _____ Hospitality (help with concert receptions, band picnic, awards banquet)
- _____ Telephoning: while most communication is made by e-mail, we occasionally need to do phone reminders

vDue to changing FCPS regulations, payment coupons will sometimes be made out to Band Boosters, and sometimes to Lee HS. It is important that you include coupons with each payment. Checks for Lee HS cannot be combined, and must match the payment coupons exactly. Please see detailed information in the Summer Band Cover Letter. Students eligible for the federal Free and Reduced-Price Meals program must turn in the FCPS Consent Form in order to have fees reduced or waived.

MARCHING BAND PAYMENT COUPON #1

Due July 16, 2014 Band camp payment* \$75.00

Student's name _____

Name on check _____

Check # _____ Amount enclosed _____

**This fee covers band camp meals and activities.*

You must include this coupon with your payment!!

**Please make checks payable to "Lee Band Parents."
P.O. Box 491
Springfield, VA 22150**

MARCHING BAND PAYMENT COUPON #2

Due August 12, 2014 Marching Uniform alterations \$30.00

Student's name _____

Name on check _____

Check # _____ Amount enclosed _____

You must include this coupon with your payment!!

**Please make checks payable to "Lee Band Parents."
P.O. Box 491
Springfield, VA 22150**

Due to changing FCPS regulations, payment coupons will sometimes be made out to Band Boosters, and sometimes to Lee HS. It is important that you include coupons with each payment. Checks for Lee HS cannot be combined, and must match the payment coupons exactly. Please see detailed information in the Summer Band Cover Letter. Students eligible for the federal Free and Reduced-Price Meals program must turn in the FCPS Consent Form in order to have fees reduced or waived.

MARCHING BAND PAYMENT COUPON #3

Due August 12, 2014 Shoe purchase (NEW musicians & color guard) \$33.00

Student's name _____

Name on check _____

Check # _____ Amount enclosed _____

You must include this coupon with your payment!!

**Please make checks payable to "Robert E. Lee High School."
P.O. Box 491
Springfield, VA 22150**

MARCHING BAND PAYMENT COUPON #4

Due August 12, 2014 FCPS Marching Band Fee – musicians & color guard* \$100.00

Student's name _____

Name on check _____

Check # _____ Amount enclosed _____

**This fee covers all uniform costs, including cleaning, alterations, uniform replacement, T-shirt, gloves, and other consumable materials.*

You must include this coupon with your payment!!

**Please make checks payable to "Robert E. Lee High School."
P.O. Box 491
Springfield, VA 22150**



Robert E. Lee High School
Lancer Marching Band
6540 Franconia Road
Springfield, VA 22150

Back-to-Band Night Agenda
August 12, 2014

1. Welcome & introductions
2. Objective of “Band Camp”
3. Schedule of rehearsals and performances
 - Updates
 - “report time” v. “start time”
 - Picnic, open rehearsal, Preview Night
 - Uniform and shoe fittings
 - Pictures
4. Materials needed for rehearsals
5. Uniforms
6. Paperwork
 - Forms due
 - Instrument contracts
7. Health concerns and FCPS policies
8. Financial Information and Charms
 - FCPS Consent to Share Information form
 - Charms Parent Handout
9. Band Boosters
10. Communication

Director of Bands contact information: Kelly D. May Magee
KDMay1@fcps.edu
703-924-8341



***Robert E. Lee High School
Marching
Lancers
Handbook
Part 2***

Back-to-Band Night 8/12/14

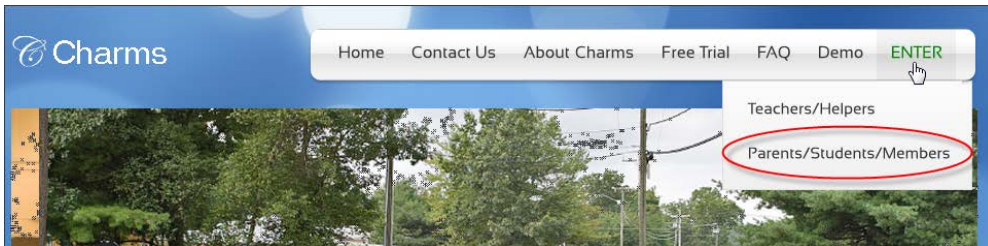
2014-2015 School Year

Kelly D. May Magee, Director of Bands

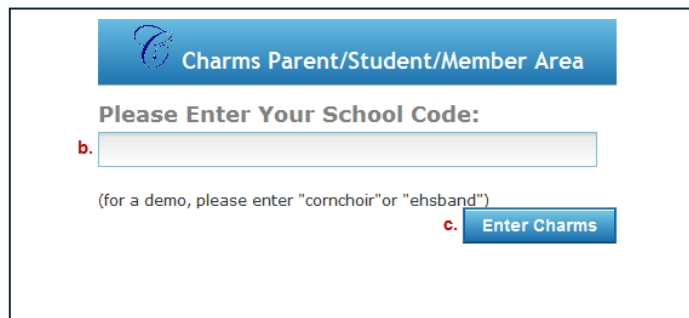
Charms Parent Handout

Accessing Parent/Student Information

1. Navigate to Charms landing page at www.charmsoffice.com.
2. Log on:
 - a. Click the green “ENTER” button, and then click “Parents/Students/Members” from the drop down menu. The Charms Parents/Students/Member Area log in screen will display,



- b. Enter [redacted] [redacted] field
- c. Click 'Enter Charms' button. The screen will display asking for Student Area Password



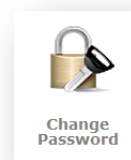
- d. Enter your Student's FCPS ID Number. Click Enter. The Charms Home page will display.



Change Password

To change Password from Student ID (Acceptable to leave as student ID):

- a. From the Home page, click the **Change Password** icon – The Change Student Password screen will display
- b. Enter Student ID in the **Old Password** field



Charms Parent Handout

- c. Enter new password into the **New Password** field and **Confirm New Password** fields (**must be at least 9 characters**)
- d. Enter a hint that will be helpful in remembering the new password in the **New Password Hint** field.
- e. Click **Change Password** button- The Home page will display.

Note: For all future logins, the new password will be entered into the Student Area Password field. Make sure you keep a record of your new password!

Update Information

Verify Student Information (Important for effective communication with teacher):

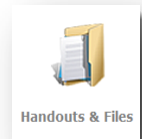
- a. From the Home page, click the **Update Info** icon – The Update Student Detail screen will display.
- b. Confirm student's information
- c. Enter any changes and click the **Update** button - The screen will refresh displaying changes.
- d. Click the **Home** icon to return to Homepage



Handouts & Files

1. To View or Print Handouts:

- a. From the Home page, click on **Handouts & Files** icon. The Files & Handout screen will display with the schools files tab active.
- b. Click appropriate folder to view/print related handout
- c. Click on the desired file to open
- d. Click **Back to Folder List** to select additional handouts or to upload a file.



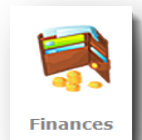
2. To Upload a Scanned/Saved File:

- a. From the Home page, click on **Handouts & Files** icon. The Files & Handouts screen will display with the **School Files** tab active.
- b. Click **My Files** tab. The file upload screen will display.
- c. Click **Browse** button. The Choose File to Upload box will appear.
- d. Locate the file and click file name to populate File Name field.
- e. Click **Open**. The Files & Handouts screen will display and file location/name will populate the Upload to Teacher field.
- f. Click **Upload File** button.
- g. The list of uploaded files will display below with links to the files for viewing.

Finances

To view Finances for Students:

- a. From the Home page, click the **Finances** icon. The Student Financial Statement screen will display.
- b. **Total Balance** due – is a total of all monies due. Balances from previous years are listed under Student Miscellaneous Ledger Detail – this includes money still owed from previous years.



Charms Parent Handout

- c. Positive Balances will be automatically applied towards student's fee and trip balance
- d. Sample of a student financial record can be found on the last page of this handout.

Make a Payment through SchoolPay

1. From the Home page, click the **Finances** icon – Student Financial Statement will display.
2. To make a payment:
 - a. Click on desired **Payment** button, a screen will display
 - b. Click the **Pay** button – Charms will connect to SchoolPay
 - c. Enter payment information/make payment
 - d. Click **Return to Charms** to complete the process and display the updated Student's record reflecting the payment.



Student Financial Statement

Trip Ledger Balance Credit	0.00
Fixed Payments Due	200.00
Fundraising Balance Credit	0.00
Miscellaneous Balance Credit	0.00
TOTAL BALANCE DUE	\$ 200.00

There are no scheduled trips for this student

After you have selected the item to be paid, click here!

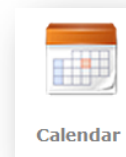
Student Fixed Payment Detail		Pay Fixed Payments	
Paid Date	Item	Amt.	Paid By
not paid	Marching Band Fees - 1 - 2014-15	200.00	
Total Fixed Payments Due		\$200.00	
Total Fixed Payments Paid		\$0.00	
Total Unpaid Fixed Payments		\$200.00	

There is no Fundraising Activity

There is no activity in the Student Miscellaneous Ledger. Make Miscellaneous Payment

Calendar

1. To access the calendar:
 - a. From the Home page, click the **Calendar** icon
 - b. Calendar will display – When selected, events will display in a popup window with detailed information about the event.
2. To volunteer:
 - a. From the Home page, click **Calendar** icon – Calendar will display
 - b. Navigate to event using arrows next to month/year, **Volunteers needed** will be found in the detail with the raised hand that is a link to the volunteer screen.
 - c. Click on the **hand** – The Volunteer Opportunities Screen will display for the event
 - d. Volunteer activities will be listed below. Enter Name and E-mail address to sign up.



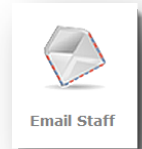
Charms Parent Handout

- e. Enter cell phone number and select cell phone carrier from drop down menu to receive a text reminder – If no text is desired, enter **none** in Cell Phone field.
- f. Once desired fields are completed click **Sign-Up** button. The screen will refresh with information saved.

Email Staff

To contact Band Director:

- a. From the Home page, click **Email Staff** icon – The Email Directors screen will display a list of available staff members
- b. Click envelope next to name of staff member to contact.



Logging Off

- 1. When all desired actions are completed, exit Charms by clicking the red **Exit Charms** button.

Sample Student Finance Record:

Student Financial Statement	
Trip Ledger Balance Due	450.00
Fixed Payments Due	0.00
Fundraising Balance Credit	0.00
Miscellaneous Balance Credit	85.00
TOTAL BALANCE DUE	\$ 365.00

Sort By Date		Group By Trip	
Trip Ledger Detail			
Paid Date	Trip	Amt Applied	Paid By
4/11/2014	B - Hawaii - 850.00	400.00	G-Cash
TRIP BALANCE DUE (inc options):		\$450.00	
Total Cost of All Trips		850.00	
Total Applied (including Options)		400.00	
Balance Due		450.00	

Student Fixed Payment Detail			
Paid Date	Item	Amt.	Paid By
2/18/2014	Marching Band Fee Installment 2	125.00	G-Check 1234
1/23/2014	Marching Band Fee Installment 1	100.00	G-Check 125
Total Fixed Payments Due		\$225.00	
Total Fixed Payments Paid		\$225.00	
Total Unpaid Fixed Payments		\$0.00	

There is no Fundraising Activity

Student Miscellaneous Ledger Detail							
Date	Notes	Amt	Running Balance	Paid By	Dep. Num	Paid To	From
1/23/2014	Scholarship 3	85.00	85.00	G-Cash	SCI-0123	FCPS Bank Account	GM
Total		85.00					

Concert Band/Symphonic Band (Intermediate Band, course #923315/Advanced Band course #923415)

COURSE DESCRIPTION

Concert Band (Intermediate Band) is open to students in grades 9 – 12 who have had at least one year of instrumental music education. A placement audition is required. Students in grades 9 – 12 are selected by the director on the basis of musical performance, discipline, and instrumentation needs. This ensemble studies and performs wind band literature, learns the history of musical compositions and composers, studies concepts of music theory, and may participate in festivals and competitions. Instrumental music is a co-curricular class: after-school, evening, and weekend activities are required and participation is reflected in the student's grade. Students will participate in concerts at Lee High School. Some students may participate in events and field trips throughout Fairfax County and Virginia. In accordance with the Fairfax County Program of Studies, members of the Concert Band may participate in Marching Band (rehearsals, performances, and activities).

MATERIALS

Instrument

Accessories (reeds – 3 for single reed players, 2 for double reed players; mutes – cup and straight mutes for trumpet and trombone players; neck strap; valve oil; appropriate cleaning supplies; etc.)

Music in folder (textbook equivalent)

Method/study books

Pencil

Metronome/tuner (a tuner app, or online metronome/tuner is acceptable for homework)

Concert Band Uniform (students will be fitted for uniforms during class.)

Band T-shirt (The cost of this shirt is included in the student's band fee.)

Khaki (tan) pants/shorts (for "Summer Uniform")

Marching Band Uniform

All marching band materials (drill book, dot book, pencil, drill charts, shoes; For Wednesday evening rehearsals T-shirt and band shorts or khakis are needed.)

FEES

Students who use school-owned instruments must complete the Fairfax County Public School "Music Instrument Contract." Fees are \$92.00 for the year. FCPS charges no additional fee for Marching Band instruments, although separate contracts must be completed for these instruments as well. If you are currently using the same instrument for Marching Band that you will use for concert class, a new contract must be completed and the fee paid at this time for the 2014-2015 school year. **All instrument contracts and fees are due no later than September 5, 2014.** Students will not be allowed to use school-owned instruments until contracts have been completed.

Band class fees cover the cost of VMEA auditions and events, hospitality, awards, and other consumable materials as indicated by FCPS Notice 5922.

Uniform fees are separate because the uniform is not part of the class fee. Boys will purchase a tuxedo shirt, and girls will purchase a dress. Each student will only need one for the four years in band unless it is lost or outgrown. In addition, boys pay a tuxedo rental fee, which covers the cost of cleaning, alterations, and replacement.

Students eligible for the federal Free and Reduced-Price Meals program **MUST** turn in the FCPS Consent to Share Information for Benefits for Other Programs form in order to have fees reduced or waived.

Loss of any materials or damage to any equipment will result in an additional replacement cost to the student/parent.

Below are the fees for this class. In order to keep accurate records, payments will be made through the Charms website. If you have a problem making payments through the Charms website, please contact Ms. May Magee.

Class	Fee
Concert Band	\$35.00
<i>This fee covers your band T-shirt, hospitality, awards, and other consumable materials as indicated in FCPS Notice 5922.</i>	
Symphonic Band	\$35.00
<i>This fee covers Solo and Ensemble, hospitality, awards, and other consumable materials as indicated in FCPS Notice 5922.</i>	

Below are the uniform fees for all band classes:

All boys -tuxedo rental	\$45.00
<i>This fee covers tuxedo rental, including cleaning, alterations, and replacement.</i>	
Boys tuxedo shirt	\$15.00
<i>This fee covers purchase of tuxedo shirt, which you keep.</i>	
Girls concert dress	\$75.00
<i>This fee covers purchase of concert dress, which you keep.</i>	

REQUIRED REHEARSALS

All students enrolled in the ensemble **MUST** attend these rehearsals:

1. Marching Band rehearsals are held on Tuesday afternoons from 2:30-4:30 p.m., Wednesday nights from 5:30-8:30 p.m., and Thursday afternoons from 2:30-4:30 p.m. Leaders' meetings will be held during Lancer Time, or as needed after school. Refer to the complete Marching Band calendar for specific dates. *(Marching Band rehearsals are held on Tuesday and Thursday after school so that students have no academic conflicts on late bus days. Therefore, students are expected to schedule academic appointments on Monday, Wednesday or Friday, and are not excused from band rehearsals after school on Tuesday and Thursday.) The regular season ends after the last home football game or State Marching Assessment, whichever occurs later. Performances at football playoffs will be determined after the final game of the season.*
2. Since wind and percussion students are in different classes, rehearsals are needed before each concert in order to put the parts together. These rehearsals will be during Lancer Time or after school:
 - Fall concert rehearsals – 2 rehearsals in October/November during Lancer Time
 - Winter concert rehearsals – 2-3 rehearsals in December during Lancer Time
 - Virginia Band and Orchestra Directors District Band Assessment (formerly “Band Festival”) rehearsals – 4 rehearsals in February/March during Lancer Time
 - Spring concert rehearsals – 4 rehearsals in April/May during Lancer Time
 - Graduation rehearsals – 3 rehearsals in June, Wednesdays after school*Since all athletic teams practice 5 days/week, and co-curricular band rehearsal occurs only once/week, students are expected to be at band rehearsal on time!)*
3. Additional sectional rehearsals and lessons will be held after school or during Lancer Time. These dates and times will be announced well in advance.

GRADING POLICY

According to the policy guidelines set forth in the Fairfax County Public Schools Administrative Handbook for Music, grades will be “based upon observation of individual students in the group and a grade balance between effort and achievement.” (page X-2) **Students will be evaluated in the following manner:**

50% Rehearsal Participation

25% Tests/Assignments (both playing and written. Includes the Semester Project.)

25% Performances

- A. Rehearsal Participation-** The participation grade will consist of daily performance in class and at all after-school rehearsals. Failure to have the proper materials or to make significant progress on assigned music from one rehearsal to the next will result in a deduction of rehearsal points.

In order to receive full credit for each rehearsal (both during and after school), students are required to have properly working instruments at every rehearsal; failure to do so will result in a reduced rehearsal participation grade. In addition, students must do the following on a daily basis:

1. Read the board or rehearsal sign upon entering the rehearsal area
2. Set up with the required materials (see materials list above)
3. Store cases, backpacks, and other materials not needed for rehearsal in band lockers or assigned locations in the band room.
4. Follow classroom electronics policy – electronics devices are off and stowed, unless specifically requested to be used by the teacher. Electronics are never permitted while in uniform.
5. Put music in the rehearsal order written on the board
6. Be in seats ready to begin at the start of class or rehearsal
7. Actively participate in all facets of the rehearsal (i.e.: following all instructions, playing, singing, listening, counting, writing)
8. Demonstrate proper posture and instrument position while playing or singing
9. Have no gum, food, or drink (except for water) during rehearsal
10. Have paper and pencil (NO PEN)
11. Have completed homework assignments (practiced music or completed written work)

B. Tests

1. **Playing:** Students will perform at least one playing exam during each grading period. Exams will be performed either live during class, at lunch, or after school. Students who do not have a properly working instrument and/or accessories will lose five points from the total test grade for each day a performance is late. Frequent assignments will be posted on FCPS 24-7 Learning.
2. **Written:** Information to be covered will include music theory, music history and literature, musical terms and definitions. Types of assignments will include work sheets, reports, intonation charts, and harmonic and rhythmic dictation. Frequent assignments will be posted on FCPS 24-7 Learning.

C. Semester Project

The Semester Project is a music-related activity or project, which is a form of long-term, independent study, intended to help the student to improve as a musician. The project will be selected by the student each semester and agreed to by the director. **ALL Semester Projects must be arranged and mutually confirmed by the end of the second week of the semester (1st and 3rd quarters).**

Grading

All projects are due no later than three class periods before the end of the grading semester. The project grade will be half of the 25% Tests and Assignments grade for the semester.

Possible projects

The following projects are possible only during the designated grading quarter:

- Marching Band (1st quarter only. Required project for students in Advanced Band.)
- Audition for, and participation in, All-District Band (2nd quarter only)
- Solo & Ensemble (4th quarter only.)
- Participation in Pit Orchestra for Lee HS Musical (4th quarter only)

The following projects may happen during any grading quarter:

- Solo or small ensemble performance at another event (Venue must be agreed upon in advance.)
- Audition for, and participation in, another outside Honor Band (Examples include Senior Regional Orchestra, All-State Band, George Mason University Honor Band, etc.)
- Scales – students may choose to pass off scales beyond the major and chromatic scales required in class. Once the 12 major scales and chromatic scales have been passed off, students may move on to include scales that are not covered in class, such as minor scales, scales in thirds, etc. Scales MUST be memorized. Once a scale has been passed off, it may not be used again to satisfy the project requirement. This option applies to both wind players and percussionists.
- Etudes – students may choose to work on a series of etudes designed to develop a specific musical skill beyond the level of what is covered in class that quarter.

The following project is the only one that may be repeated for more than one quarter:

- Private Lessons from a professional musician on the student's band instrument. Private teacher choice must be approved by the director, and documentation of attendance and satisfactory progress must be provided by the private teacher at the end of the grading quarter.

Other possibilities exist. Students are encouraged to be creative in their choices, and communicate with the director during the two-week decision process at the beginning of the semester.

D. Performances

Students will participate in performances throughout the year. The students will be evaluated on their attire (required uniform), punctuality and performance (based upon lessons and standards set in rehearsal). Performances include, but are not limited to, home football games, marching band competitions, fall, winter, and spring concerts, All-District Band audition, All-District Band, District Band Festival, chamber music recital, solo and ensemble festival, and graduation. Specific report times will be communicated in advance. Any changes or additions will also be communicated well in advance. Students will wear the *complete* marching band uniform for all Marching Band performances. Students will wear the *complete* concert band uniform for all concert performances. Students must pass uniform inspection prior to all performances. Failure to pass inspection will result in a lowered grade.

In order to receive full credit for each performance, students must be in attendance.

The ensemble will participate in a spring trip. As members of the premier performing ensemble in the Lee High School Band Program, all Wind Ensemble students are expected to participate. If seats remain after the initial sign-up period, Concert and Symphonic Band students will be able to sign up. Fund raising opportunities will be provided to help defray the cost of the trip.

Student's grades will be evaluated on the following scale:

A = 4.0, A- = 3.7, B+ = 3.3, B = 3.0, C+ = 2.3, C = 2.0, D+ = 1.7, D = 1.0, F = 0.0

- A** Student demonstrates superior work in daily rehearsals; shows evidence of regular, thorough home practice; always works to the best of ability in all daily rehearsals; is able to work effectively with teacher and classmates (can function as a leader if needed); has correct music, equipment, and

materials at all times; is on time and attentive always.

- B** Student demonstrates above average work in daily rehearsals; shows evidence of regular home practice; works to the best of ability in most daily rehearsals; is able to work effectively with teacher and classmates (can work independently); has correct music, equipment, and materials regularly; is on time and attentive.
- C** Student demonstrates average work in daily rehearsals; shows evidence of adequate, but irregular, home practice; works below ability during many daily rehearsals; experiences a little difficulty working with teacher or classmates; is without proper music, equipment, and materials occasionally; is late or inattentive occasionally.
- D** Student demonstrates below average work in daily rehearsals; shows little evidence of home practice; works below ability in most daily rehearsals; experiences much difficulty working with teacher or classmates (needs supervision often); is without proper music, equipment, and materials frequently; is late or inattentive frequently.
- F** Student demonstrates poor work in daily rehearsals; shows no evidence of home practice; works below ability (shows little or no effort); is unable to work with teacher or classmates (is unable to work independently and constantly requires close supervision); is without proper music, equipment, and materials regularly; is late or inattentive regularly; is disruptive.

Students must follow the Lee HS Academic Honesty Policy for all assignments. Plagiarism and/or cheating on any assignment will result in an automatic zero; this includes sharing of materials with other students - both parties will lose all credit for the assignment in question. For major assessments, all parties involved will be given the opportunity to re-do the assignment for a maximum of 60% credit; this opportunity will only be given after a conference with the teacher and contact with parents.

ATTENDANCE AND MAKE-UP WORK POLICY

Students are expected to attend all classes on time, and participate fully throughout the class period.

If you are absent or have an emergency from a rehearsal or performance beyond the regular class period, it is your responsibility to do one of the following **PRIOR** to missing an event:

1. Give written notification from the parent to Ms. May Magee via e-mail or handwritten note that includes parent signature.
2. Complete the **Performing Arts Department Absence Form**.

AFTER the absence, it is your responsibility to do the following:

1. Give doctor's note to Ms. May Magee if the absence is for medical reasons; include both doctor and parent signature.
2. Complete the **Performing Arts Department Absence Form** if the absence was not pre-arranged.
3. Complete assigned make-up work if the absence was excused according to the terms of the **Performing Arts Department Absence Form**.

If you have a "once-in-a-lifetime" event (i.e.: family wedding or school-approved vacation) that will conflict with a performance, **you must pre-arrange your absence by notifying Ms. May Magee no later than six weeks prior to the event.** Because all band classes operate on a "team" principle, arrangements must be made to have another musician cover your part. Equivalent make-up work will be assigned. The student will prepare a videotaped performance of his or her part as a solo in the video format required by the teacher. The video performance will be graded by the teacher using the VMEA (Virginia Music Educators Association) Assessment rubric, which will be provided to the student. The make-up assignment

is due the last day of school the student attends before the pre-arranged absence begins. Students who do not complete the make-up work will receive the grade of an F.

A student who is absent from a concert performance must do a performance videotape of his or her part as a solo in the video format required by the teacher. The video performance will be graded by the teacher using the VMEA (Virginia Music Educators Association) Assessment rubric, which will be provided to the student. All make up assignments are due within two weeks of the performance date or the end of the quarter, whichever comes first. Students who do not complete the make-up work will receive the grade of an F.

EXTRA CREDIT POLICY

An important aspect of growing as a performer and listener is to experience performances from the audience perspective. Students may earn **5 extra credit points** for attending a concert in which they are not performing. These performances may include, but are not limited to: Lee HS chorus and orchestra concerts, church or community concerts, studio recitals, and events throughout the Northern Virginia, Maryland, and DC area. Concerts must be those that reinforce literature and concepts covered in the student's own Lee HS ensemble. Students need to check with their director in advance to make sure the concert they wish to attend will be acceptable. After the performance students need to turn in a concert program signed by a parent/guardian.

If you have any questions concerning the Concert/Symphonic Band class, Ms. May Magee can be reached by e-mail at KDMay1@fcps.edu. The band office phone is 703-924-8341; please leave a message and your call will be returned as soon as possible.

Please return the signature page of this syllabus to Ms. May Magee by September 5, 2014.

All fees may be paid online through Charms. If you are paying by check or cash, it is important that you include coupons with each payment so that payments may be properly credited. Checks for Lee HS cannot be combined, and must match the payment coupons exactly. Students eligible for the federal Free and Reduced-Price Meals program must turn in the FCPS Consent Form in order to have fees reduced or waived, in addition to turning in the payment coupon for payment record.

MARCHING BAND PAYMENT COUPON – FCPS MB fee

Due September 2, 2014 FCPS Marching Band fee* \$112.00

Student's name _____

Name on check _____

Check # _____ Amount enclosed _____

_____ I have submitted the FCPS Consent to Share Information for Benefits for Other Programs form in order to have fees reduced or waived ***no later than August 18, 2014.***

**This fee covers marching uniform costs, including cleaning, alterations, uniform replacement, T-shirt, gloves, and other consumable materials.*

You must include this coupon with your payment if paying by check or cash!!

Make checks payable to “Robert E. Lee High School.”

**Place coupon and payment in envelope,
and turn in to the Band Drop Box in the band room.**

MARCHING BAND PAYMENT COUPON – Shoes

Due August 18, 2014 Marching Band shoes \$33.00

Student's name _____

Name on check _____

Check # _____ Amount enclosed _____

_____ I have submitted the FCPS Consent to Share Information for Benefits for Other Programs form in order to have fees reduced or waived ***no later than August 18, 2014.***

*This fee covers shoe purchase for all NEW musicians & color guard,
and those who need new shoes due to size or wear and tear.*

You must include this coupon with your payment if paying by check or cash!!

Make checks payable to “Robert E. Lee High School.”

**Place coupon and payment in envelope,
and turn in to the Band Drop Box in the band room.**

Percussion Ensemble (course #925105)

COURSE DESCRIPTION

Percussion Ensemble is open to students in grades 9 – 12 who have had at least one year of instrumental music instruction on a percussion instrument. A placement audition is required. (Beginners may be admitted to the class with instructor permission.) Because of the varying skill levels of the students in this ensemble, the course will consist of a balance between private lessons, individual practice, and ensemble work. Students must be able to work independently as well as in group situations.

In accordance with the Fairfax County Music Program of Studies, all members of advanced band courses **“actively participate in marching band performances and rehearsals, both during and after school hours, as a requirement for the High School Advanced Band class.”** (p. 44, standard B3.17) In keeping with this policy, only those percussionists who participate in Marching Band are eligible to perform with one of the Advanced Bands (Symphonic Band, Wind Ensemble). Parts will be assigned as needed and determined by the director. In some cases students will perform with more than one band. Assignments will be made well in advance of rehearsals and performances; students should be prepared to participate in ALL events for both bands.

This ensemble studies and performs wind band and percussion ensemble literature, learns the history of musical compositions and composers, studies concepts of music theory, and participates in festivals and competitions. Instrumental music is a co-curricular class: after-school, evening, and weekend activities are a required part of the curriculum, and participation is reflected in the student’s grade. Students will participate in fall, winter, and spring concerts, chamber music recital, All-District Band events, VBODA band events and field trips throughout Fairfax County and Virginia. All students will participate in District Solo and Ensemble Festival, performing a large ensemble work(s) to be chosen by the director. Students in Percussion Ensemble may audition for All-District Band; participation in All-District Band is required for those students who are selected.

MATERIALS

Instrument (see “Fees” section below)

The following will be supplied to the student in their first year of the class, collected at the end of the school year, and returned to the student each year the class is repeated. Students may choose to purchase their own sticks and mallets, which they will keep. (Any exceptions must be requested in writing to the director.):

- One pair of Hingestix
- One pair general timpani mallets (Vic Firth T1)
- One pair of medium yarn mallets (Balter #13)
- One pair of hard rubber mallets (Musser M213)
- Snare drum practice pad
- pitch pipe

The following will be supplied to the student each year of the class:

- ear plugs (must be used during indoor rehearsals of marching percussion)

The following must be supplied by the student (Any exceptions must be requested in writing to the director.):

- One pair of drum sticks (Vic Firth SD-1)

Additional mallets and accessories assigned to the student by the director **

Music in folder (textbook equivalent)

Method/study books

Pencil

Metronome/tuner (a tuner app, or online metronome/tuner is acceptable for homework)

Concert Band Uniform (students will be fitted for uniforms during class.)

Band T-shirt (The cost of this shirt is included in the student’s band fee.)

Band shorts (The cost of this shirt is included in the student's band fee.)

Marching Band Uniform

Khaki (tan) pants (for practice/travel uniform)

All Marching Band materials (drill book, dot book, pencil, drill charts, shoes; For Wednesday evening rehearsals T-shirt and shorts or khakis are needed.)

Any items supplied to the student by the school must be replaced by the student if lost, or worn out.

FEES

Students who use school-owned instruments must complete the Fairfax County Public School "Music Instrument Contract." Fees are \$52.00 for the year. FCPS charges no additional fee for Marching Band instruments, although separate contracts must be completed for these instruments as well. If you are currently using the same instrument for Marching Band that you will use for concert class, a new contract must be completed and the fee paid at this time for the 2014-2015 school year. **All instrument contracts and fees are due no later than September 5, 2014.** Students will not be allowed to use school-owned instruments until contracts have been completed.

Band class fees cover the cost of VMEA auditions and events, hospitality, awards, and other consumable materials as indicated by FCPS Notice 5922.

Uniform fees are separate because the uniform is not part of the class fee. Boys will purchase a tuxedo shirt, and girls will purchase a dress. Each student will only need one for the four years in band unless it is lost or outgrown. In addition, boys pay a tuxedo rental fee, which covers the cost of cleaning, alterations, and replacement.

Students eligible for the federal Free and Reduced-Price Meals program **MUST** turn in the FCPS Consent to Share Information for Benefits for Other Programs form in order to have fees reduced or waived.

Loss of any materials or damage to any equipment will result in an additional replacement cost to the student/parent.

Below are the fees for this class. In order to keep accurate records, payments will be made through the Charms website. If you have a problem making payments through the Charms website, please contact Ms. May Magee.

Class	Fee
Percussion Ensemble	\$45.00

Below are the uniform fees for all band classes:

All boys -tuxedo rental \$45.00
This fee covers tuxedo rental, including cleaning, alterations, and replacement.

Boys tuxedo shirt \$15.00
This fee covers purchase of tuxedo shirt, which you keep.

Girls concert dress \$75.00
This fee covers purchase of concert dress, which you keep.

REQUIRED REHEARSALS

All students enrolled in the ensemble **MUST** attend rehearsals for the band(s) to which they are assigned:

1. Marching Band rehearsals are held on Tuesday afternoons from 2:30-4:30 p.m., Wednesday nights from 5:30-8:30 p.m., and Thursday afternoons from 2:30-4:30 p.m. Leaders' meetings will be

held during Lancer Time, or as needed after school. Refer to the complete Marching Band calendar for specific dates. (*Marching Band rehearsals are held on Tuesday and Thursday after school so that students have no academic conflicts on late bus days. Therefore, students are expected to schedule academic appointments on Monday, Wednesday or Friday, and are not excused from band rehearsals after school on Tuesday and Thursday.*) The regular season ends after the last home football game or State Marching Assessment, whichever occurs later. Performances at football playoffs will be determined after the final game of the season.

2. Since wind and percussion students are in different classes, rehearsals are needed before each concert in order to put the parts together. **Symphonic Band** rehearsals will be during Lancer Time:

- Fall concert rehearsals – 2 rehearsals in October/November during Lancer Time
- Winter concert rehearsals – 2-3 rehearsals in December during Lancer Time
- Virginia Band and Orchestra Directors District Band Assessment (formerly “Band Festival”) rehearsals – 4 rehearsals in February during Lancer Time
- Spring concert rehearsals – 3 rehearsals in April/May during Lancer Time
- Graduation – 3 rehearsals in June, Wednesdays after school

Since all athletic teams practice 5 days/week, and co-curricular band rehearsal occurs only once/week, students are expected to be at band rehearsal on time!

3. Since wind and percussion students are in different classes, rehearsals are needed before each concert in order to put the parts together. **Wind Ensemble** will be during Lancer Time or after school:

- Fall concert rehearsals – 2 rehearsals in October, Tuesdays after school or Lancer Time
- Tiny Tots – 3 rehearsals in November/December, Tuesdays after school. Dress rehearsal is Monday after school, with Theatre Department.
- Winter concert – 2-3 rehearsals in December, Tuesdays after school. Dress rehearsal is Monday after school, with Theatre Department
- Virginia Band and Orchestra Directors District Band Assessment (formerly “Band Festival”) rehearsals – 6 rehearsals Wednesday evenings from 6:00-8:30 p.m. in January and February.
- Spring concert – 3 rehearsals in April/May, Tuesdays after school
- Graduation – 3 rehearsals in June, Wednesdays after school

Since all athletic teams practice 5 days/week, and co-curricular band rehearsal occurs only once/week, students are expected to be at band rehearsal on time!

4. Additional rehearsals will be held in preparation for the spring trip. These dates will be announced well in advance.
5. Additional sectionals and lessons will be held after school hours or during Lancer Time. These dates will be announced well in advance.

GRADING POLICY

According to the policy guidelines set forth in the Fairfax County Public Schools Administrative Handbook for Music, grades will be “based upon observation of individual students in the group and a grade balance between effort and achievement.” (page X-2) **Students will be evaluated in the following manner:**

- 50% Rehearsal Participation
- 25% Tests/Assignments (both playing and written)
- 25% Performances

- A. Rehearsal Participation-** The participation grade will consist of daily performance in class and at all after-school rehearsals. Failure to have the proper materials or to make significant progress on assigned music from one rehearsal to the next will result in a deduction of rehearsal points.

In order to receive full credit for each rehearsal (both during and after school), students are required to have properly working instruments at every rehearsal; failure to do so will result in a reduced rehearsal participation grade. In addition, students must do the following on a daily basis:

1. Read the board or rehearsal sign upon entering the rehearsal area
2. Set up with the required materials (see materials list above)
3. Store cases, backpacks, and other materials not needed for rehearsal in band lockers or assigned locations in the band room.
4. Follow classroom electronics policy – electronics devices are off and stowed, unless specifically requested to be used by the teacher. Electronics are never permitted while in uniform.
5. Put music in the rehearsal order written on the board
6. Be in seats ready to begin at the start of class or rehearsal
7. Actively participate in all facets of the rehearsal (i.e.: following all instructions, playing, singing, listening, counting, writing)
8. Demonstrate proper posture and instrument position while playing or singing
9. Have no gum, food, or drink (except for water) during rehearsal
10. Have paper and pencil (NO PEN)
11. Have completed homework assignments (practiced music or completed written work)

B. Tests

1. **Playing:** Students will perform frequent playing exams during each grading period. Exams will be performed either live during class, at lunch, or after school. Students who do not have a properly working instrument and/or accessories will lose five points from the total test grade for each day a performance is late. Frequent assignments will be posted on FCPS 24-7 Learning.
2. **Written:** Information to be covered will include music theory, music history and literature, musical terms and definitions. Types of assignments will include work sheets, reports, and harmonic and rhythmic dictation. Frequent assignments will be posted on FCPS 24-7 Learning.

C. Performances

Students will participate in performances throughout the year. The students will be evaluated on their attire (required uniform), punctuality and performance (based upon lessons and standards set in rehearsal). Performances include, but are not limited to, home football games, Marching Band competitions, fall, winter, and spring concerts, Tiny Tots concert, All-District Band audition, All-District Band, District Band Festival, chamber music recital, solo and ensemble festival, and graduation. Specific report times will be communicated in advance. Any changes or additions will also be communicated well in advance. Students will wear the *complete* marching band uniform for all Marching Band performances. Students will wear the *complete* concert band uniform for all concert performances. Students must pass uniform inspection prior to all performances.

In order to receive full credit for each performance, students must be in attendance.

Members of the Lee Band Program will participate in a spring trip. Since percussionists perform with all the bands in the Lee High School Band Program, Percussion Ensemble students are expected to participate. Fund raising opportunities will be provided to help defray the cost of the trip.

Student's grades will be evaluated on the following scale:

A = 4.0, A- = 3.7, B+ = 3.3, B = 3.0, C+ = 2.3, C = 2.0, D+ = 1.7, D = 1.0, F = 0.0

- A** Student demonstrates superior work in daily rehearsals; shows evidence of regular, thorough home practice; always works to the best of ability in all daily rehearsals; is able to work effectively with teacher and classmates (can function as a leader if needed); has correct music, equipment, and

materials at all times; is on time and attentive always; attends all after school rehearsals and performances.

- B** Student demonstrates above average work in daily rehearsals; shows evidence of regular home practice; works to the best of ability in most daily rehearsals; is able to work effectively with teacher and classmates (can work independently); has correct music, equipment, and materials regularly; is on time and attentive; attends all after school rehearsals and performances.
- C** Student demonstrates average work in daily rehearsals; shows evidence of adequate, but irregular, home practice; works below ability during many daily rehearsals; experiences a little difficulty working with teacher or classmates; is without proper music, equipment, and materials occasionally; is late or inattentive occasionally; fails to attend all after school rehearsals and performances.
- D** Student demonstrates below average work in daily rehearsals; shows little evidence of home practice; works below ability in most daily rehearsals; experiences much difficulty working with teacher or classmates (needs supervision often); is without proper music, equipment, and materials frequently; is late or inattentive frequently; fails to attend all after school rehearsals and performances.
- F** Student demonstrates poor work in daily rehearsals; shows no evidence of home practice; works below ability (shows little or no effort); is unable to work with teacher or classmates (is unable to work independently and constantly requires close supervision); is without proper music, equipment, and materials regularly; is late or inattentive regularly; is disruptive; fails to attend all after school rehearsals and performances.

Students must follow the Lee HS Academic Honesty Policy for all assignments. Plagiarism and/or cheating on any assignment will result in an automatic zero; this includes sharing of materials with other students - both parties will lose all credit for the assignment in question. For major assessments, all parties involved will be given the opportunity to re-do the assignment for a maximum of 60% credit; this opportunity will only be given after a conference with the teacher and contact with parents.

ATTENDANCE AND MAKE-UP WORK POLICY

Students are expected to attend all classes on time, and participate fully throughout the class period.

If you are absent or have an emergency from a rehearsal or performance beyond the regular class period, it is your responsibility to do one of the following **PRIOR** to missing an event:

1. Give written notification from the parent to Ms. May Magee via e-mail or handwritten note that includes parent signature.
2. Complete the **Performing Arts Department Absence Form**.

AFTER the absence, it is your responsibility to do the following:

1. Give doctor's note to Ms. May Magee if the absence is for medical reasons; include both doctor and parent signature.
2. Complete the **Performing Arts Department Absence Form** if the absence was not pre-arranged.
3. Complete assigned make-up work if the absence was excused according to the terms of the **Performing Arts Department Absence Form**.

If you have a "once-in-a-lifetime" event (i.e.: family wedding or school-approved vacation) that will conflict with a performance, **you must pre-arrange your absence by notifying Ms. May Magee no later than six weeks prior to the event.** Because all band classes operate on a "team" principle, arrangements must be made to have another musician cover your part. Equivalent make-up work will be assigned. The student will prepare a videotaped performance of his or her part as a solo in the video format required by

the teacher. The video performance will be graded by the teacher using the VMEA (Virginia Music Educators Association) Festival rubric, which will be provided to the student. The make-up assignment is due the last day of school the student attends before the pre-arranged absence begins. Students who do not complete the make-up work will receive the grade of an F.

A student who is absent from a concert performance must do a performance videotape of his or her part as a solo in the video format required by the teacher. The video performance will be graded by the teacher using the VMEA (Virginia Music Educators Association) Festival rubric, which will be provided to the student. All make up assignments are due within two weeks of the performance date or the end of the quarter, whichever comes first. Students who do not complete the make-up work will receive the grade of an F.

EXTRA CREDIT POLICY

An important aspect of growing as a performer and listener is to experience performances from the audience perspective. Students may earn **5 extra credit points** for attending a concert in which they are not performing. These performances may include, but are not limited to: Lee HS chorus and orchestra concerts, church or community concerts, studio recitals, and events throughout the Northern Virginia, Maryland, and DC area. Concerts must be those that reinforce literature and concepts covered in the student's own Lee HS ensemble. Students need to check with their director in advance to make sure the concert they wish to attend will be acceptable. After the performance students need to turn in a concert program signed by a parent/guardian.

If you have any questions concerning the Percussion Ensemble class, Ms. May Magee can be reached by e-mail at KDMay1@fcps.edu. The band office phone is 703-924-8341; please leave a message and your call will be returned as soon as possible.

Please return the signature page of this syllabus to Ms. May Magee by September 5, 2014.

Band Classes
(course #'s 923417, 923415, 923315, 923215, 925015)

Student's name: _____

Please return your syllabus signature page, field trip permission form, and instrument rental contract (if applicable) to Ms. May Magee by September 5, 2014.

I have read and understand the following policies concerning my band class. Check each area below:

- _____ summary of course description and policies
- _____ uniform code for all performances
- _____ rehearsal and performance calendar for the entire school year
- _____ permission slips for concert events for the year. Please sign and return with this signature page.
- _____ payment information for uniform fees. Please return by the due date on the syllabus.
- _____ payment information for class fees. Please return by the due date on the syllabus.
- _____ Charms Parent Handout (Marching Band students received this at Back-to-Band Night.)
- _____ instrument contract and rental fee for FCPS-owned instruments (if applicable)
- _____ FCPS Consent to Share Information for Benefits for Other Programs form. I understand that if my student is eligible for the federal Free and Reduced-Price Meals program, I must sign and return this form in order for my student to receive reduced or waived feed for band class.

I understand that I am required to participate actively in all concerts and rehearsals, and that my attendance and compliance with the uniform code will be reflected in my grade.

Student signature

date

Student email: _____

Parent/guardian signature

date

Parent email: _____



**Robert E. Lee High School
Lancer Marching Band**

*Kelly D. May, Director of Bands
6540 Franconia Road
Springfield, VA 22150
703-924-8341*

UNIFORM CODE: MARCHING BAND *

FOR ALL PERFORMANCES, students must wear the complete uniform**.

Inspection will be conducted before all performances. Failure to pass inspection will be reflected in the student's grade.

- SHIRT:** **BLUE** Lancer Band logo-shirt worn under the uniform (For all competitions, wear the *current school year's shirt*)
- SHORTS:** **BLACK** Lancer Band logo-shorts worn under the uniform
- PANTS:** black marching uniform bibs, hemmed 2.5" from the ground with shoes on
- JACKET:** blue marching uniform jacket with gold baldric (Baldric must remain attached to the jacket at all times. *Jacket must remain completely zipped at all times* unless otherwise specified by the director! Neck hooks may be unhooked after the performance.)
- HAT:** black marching uniform hat (The bill of the hat must be adjusted by the "three finger rule": set three fingers along your nose with the bill touching the outside finger.) Tuba players wear black wool berets.
- PLUME:** black & gold feather plumes will be issued by the uniform committee immediately before a performance, and collected immediately afterwards
- SOCKS:** black crew length socks (students need to provide their own socks!)
- SHOES:** **POLISHED** black *Drillmaster* marching shoes
- GLOVES:** **CLEAN** white gloves
- HAIR:** Hair must be up completely, not touching the collar of the uniform jacket or the face, **BEFORE** the hat is put on. This applies to both boys and girls. Hair must be secured with clips, hair bands ("scrunchies"), or a solid black "skull cap." All hair accessories used must be neutral color ("tortoise shell"), black, or gold, and be provided by the student.
- JEWELRY:** A wrist watch may be worn, but must be *completely hidden* under the uniform jacket sleeve. No other jewelry may be worn.
- MAKE-UP:** Keep it simple and in good taste. No face paint or hair paint.
- INSTRUMENT:** shined and polished.
- ELECTRONIC DEVICES:** at no time may a student possess a cell phone or other electronic device while in uniform!

"TRAVEL" UNIFORM

The Marching Band uniform without the jacket, marching hat, and gloves. Band logo t-shirts, bibs, black socks, and *Drillmaster* shoes must be worn. Band logo hats, visors, or headbands may be worn; other hats are not acceptable. The Director of Bands will make this call when the weather and situation warrant removing the jacket. At no time may students remove their jackets without permission from the Director.

COLD WEATHER UNIFORM

Students should wear layers **UNDER** their Marching Band uniform that will not be so bulky they have difficulty moving. Sock liners or toe-warmers may be worn under the black socks. White gloves will be worn for performance, but warmer gloves may be worn in the stands as long as students are able to perform their stand music. All students receive a **Lancer Band beanie** their first year in Marching Band. This is the only approved headwear for cold weather.

UNIFORM CODE: CONCERT PERFORMANCES *

FOR ALL PERFORMANCES, students must wear the complete uniform**. Inspection will be conducted before all performances. Failure to pass inspection will be reflected in the student's grade.

BOYS ONLY **

PANTS: black tuxedo pants
SHIRT: white tuxedo with wing collar and pleated front (Shirt must remain tucked in at all Times.) Wear ONLY solid white (no logo or picture) T-shirt or undershirt underneath the tuxedo shirt.
JACKET: black tuxedo jacket with notched collar. Jacket may be unbuttoned when students sit down. (*Jacket must remain completely on at all times* unless otherwise specified by the director!)
CUMMERBUND: black with pleats facing up
BOW TIE: black tie, completely hooked
SOCKS: black crew length socks (students need to provide their own socks!)
SHOES: **POLISHED** black dress shoes

GIRLS ONLY **

DRESS: black concert dress, hemmed 3 inches from the floor with shoes on
STOCKINGS: **black** hosiery (stockings or tights)
SHOES: **black** closed-toe, closed-heel **dress flats** (no heels, boots, clogs, sandals, flip-flops, etc.)

ALL STUDENTS

HAIR: keep it neat and "formal." Any hair accessories used must be neutral color, black, gold, or silver.
JEWELRY: keep it simple and in good taste. Only pearls, or simple gold or silver chains may be worn. Large pendants, shell, or rope necklaces are not appropriate. Everything you wear should be neutral and match the formality of the black concert dress. You will be asked to remove anything "overdone."
MAKE-UP: simple and in good taste. No face paint or hair paint (Lancer logo on face, blue hair, etc.)
INSTRUMENT: shined and polished.
ELECTRONIC DEVICES: at no time may a student possess a cell phone or other electronic device while in uniform!

** Any lost or forgotten items provided by the uniform committee will be charged to the student.*

*** Students MUST change clothes in the appropriate dressing room or rest room. Changing clothes in the band room or band locker room is prohibited and subject to disciplinary action.*

"SUMMER" UNIFORM

This uniform is worn for non-formal performances and events such as demos, pep rallies, Marching Band rehearsals, and trips. *Shorts or long pants will be determined by the director based on the weather and performance situation. An announcement will be made in advance so students are prepared.*

SHIRT: the *current school year's* **BLUE** Lancer Band logo T-shirt
SHORTS*: **BLACK** Lancer Band logo-shorts (generally for indoor or warm weather)
PANTS*: **long khaki (tan)** pants (generally for outdoors in cold weather)
SHOES: If marching, wear Drillmasters. If not marching, any shoes (including sandals) are acceptable.

Wind Ensemble (Advanced Band, course #923417)

COURSE DESCRIPTION

Wind Ensemble (Advanced Band) is the most advanced instrumental ensemble in the Lee Band Program. A placement audition is required. Students in grades 9 – 12 are selected by the director on the basis of musical performance, discipline, and instrumentation needs. This ensemble studies and performs difficult wind band literature, learns the history of musical compositions and composers, studies concepts of music theory, and participates in festivals and competitions. Instrumental music is a co-curricular class: after-school, evening, and weekend activities are a required part of the curriculum, and participation is reflected in the student's grade. Students will participate in concerts, All-District Band events, VBODA band events and field trips throughout Fairfax County and Virginia. In accordance with the Fairfax County Music Program of Studies, all members of Wind Ensemble **“actively participate in marching band performances and rehearsals, both during and after school hours, as a requirement for the High School Advanced Band class.”** (p. 44, standard B3.17) Students **in this band also audition for All-District Band and participate in District Solo and Ensemble Festival.** Participation in All-District Band is required for those students who are selected. For Solo and Ensemble Festival, students will perform in a large ensemble by section (ie.: flute choir, double reed ensemble, clarinet choir, saxophone ensemble, brass ensemble). Instrumentation and music for these large ensembles will be chosen by the director; students who wish to perform solos or smaller ensembles in addition to this requirement, may choose their own music in accordance with VBODA guidelines. Private lessons on the student's band instrument are not required, but are **STRONGLY** encouraged for students in the Wind Ensemble.

MATERIALS

Instrument

Accessories (reeds – 3 for single reed players, 2 for double reed players; mutes – cup and straight mutes for trumpet and trombone players; neck strap; valve oil; appropriate cleaning supplies; etc.)

Music in folder (textbook equivalent)

Method/study books

Pencil

Metronome/tuner (a tuner app, or online metronome/tuner is acceptable for homework)

Concert Band Uniform (students will be fitted for uniforms during class.)

Band T-shirt (The cost of this shirt is included in the student's band fee.)

Band shorts (The cost of this shirt is included in the student's band fee.)

Marching Band Uniform

Khaki (tan) pants (for practice/travel uniform)

All marching band materials (drill book, music, pencil, drill charts, shoes; For Wednesday evening rehearsals T-shirt and band shorts are needed.)

FEES

Students who use school-owned instruments must complete the Fairfax County Public School “Music Instrument Contract.” Fees are \$92.00 for the year. FCPS charges no additional fee for Marching Band instruments, although separate contracts must be completed for these instruments as well. If you are currently using the same instrument for Marching Band that you will use for concert class, a new contract must be completed and the fee paid at this time for the 2014-2015 school year. **All instrument contracts and fees are due no later than September 5, 2014.** Students will not be allowed to use school-owned instruments until contracts have been completed.

Band class fees cover the cost of VMEA auditions and events, hospitality, awards, and other consumable materials as indicated by FCPS Notice 5922.

Uniform fees are separate because the uniform is not part of the class fee. Boys will purchase a tuxedo shirt, and girls will purchase a dress. Each student will only need one for the four years in band unless it is

lost or outgrown. In addition, boys pay a tuxedo rental fee, which covers the cost of cleaning, alterations, and replacement.

Students eligible for the federal Free and Reduced-Price Meals program **MUST** turn in the FCPS Consent to Share Information for Benefits for Other Programs form in order to have fees reduced or waived.

Loss of any materials or damage to any equipment will result in an additional replacement cost to the student/parent.

Below are the fees for this class. In order to keep accurate records, payments will be made through the Charms website. If you have a problem making payments through the Charms website, please contact Ms. May Magee.

Class	Fee
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Wind Ensemble	\$45.00
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This fee covers All-District Band audition, Solo and Ensemble large ensemble, hospitality, awards, and other consumable materials as indicated in FCPS Notice 5922.

Below are the uniform fees for all band classes:

All boys -tuxedo rental	\$45.00
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This fee covers tuxedo rental, including cleaning, alterations, and replacement.

Boys tuxedo shirt	\$15.00
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This fee covers purchase of tuxedo shirt, which you keep.

Girls concert dress	\$75.00
---------------------	---------

This fee covers purchase of concert dress, which you keep.

REQUIRED REHEARSALS

All students enrolled in the ensemble **MUST** attend these rehearsals:

1. Marching Band rehearsals are held on Tuesday afternoons from 2:30-4:30 p.m., Wednesday nights from 5:30-8:30 p.m., and Thursday afternoons from 2:30-4:30 p.m. Leaders' meetings will be held during Lancer Time, or as needed after school. Refer to the complete Marching Band calendar for specific dates. (*Marching Band rehearsals are held on Tuesday and Thursday after school so that students have no academic conflicts on late bus days. Therefore, students are expected to schedule academic appointments on Monday, Wednesday or Friday, and are not excused from band rehearsals after school on Tuesday and Thursday.*) *The regular season ends after the last home football game or State Marching Assessment, whichever occurs later. Performances at football playoffs will be determined after the final game of the season.*
2. Since wind and percussion students are in different classes, rehearsals are needed before each concert in order to put the parts together. These rehearsals will be during Lancer Time or after school:
 - Fall concert rehearsals – 2 rehearsals in October, Tuesdays after school or Lancer Time
 - Tiny Tots – 3 rehearsals in November/December, Tuesdays after school. Dress rehearsal is Monday after school, with Theatre Department.
 - Winter concert – 2-3 rehearsals in December, Tuesdays after school.
 - Spring concert – 3 rehearsals in April/May, Tuesdays after school
 - Graduation – 3 rehearsals in June, Wednesdays after school

Since all athletic teams practice 5 days/week, and co-curricular band rehearsal occurs only once/week, students are expected to be at band rehearsal on time!
3. In preparation for Virginia Band and Orchestra Directors District Band Assessment (formerly "Band Festival"), evening Wind Ensemble rehearsals will be held Wednesdays from 6:00-8:30 p.m. in January and February.
4. Rehearsals for the spring trip are in addition to those above, and are listed on the band calendar.

5. Additional sectional rehearsals and lessons will be held after school or during Lancer Time. These dates and times will be announced well in advance.

GRADING POLICY

According to the policy guidelines set forth in the Fairfax County Public Schools Administrative Handbook for Music, grades will be “based upon observation of individual students in the group and a grade balance between effort and achievement.” (page X-2) **Students will be evaluated in the following manner:**

- 50% Rehearsal Participation
- 25% Tests/Assignments (both playing and written)
- 25% Performances

- A. Rehearsal Participation-** The participation grade will consist of daily performance in class and at all after-school rehearsals. Failure to have the proper materials or to make significant progress on assigned music from one rehearsal to the next will result in a deduction of rehearsal points.

In order to receive full credit for each rehearsal (both during and after school), students are required to have properly working instruments at every rehearsal; failure to do so will result in a reduced rehearsal participation grade. In addition, students must do the following on a daily basis:

1. Read the board or rehearsal sign upon entering the rehearsal area
2. Set up with the required materials (see materials list above)
3. Store cases, backpacks, and other materials not needed for rehearsal in band lockers or assigned locations in the band room.
4. Follow classroom electronics policy – electronics devices are off and stowed, unless specifically requested to be used by the teacher. Electronics are never permitted while in uniform.
5. Put music in the rehearsal order written on the board
6. Be in seats ready to begin at the start of class or rehearsal
7. Actively participate in all facets of the rehearsal (i.e.: following all instructions, playing, singing, listening, counting, writing)
8. Demonstrate proper posture and instrument position while playing or singing
9. Have no gum, food, or drink (except for water) during rehearsal
10. Have paper and pencil (NO PEN)
11. Have completed homework assignments (practiced music or completed written work)

B. Tests

1. **Playing:** Students will perform at least one playing exam during each grading period. Exams will be performed live during class, at lunch, or after school. Students who do not have a properly working instrument and/or accessories will lose five points from the total test grade for each day a performance is late. Frequent assignments will be posted on FCPS 24-7 Learning.
2. **Written:** Information to be covered will include music theory, music history and literature, musical terms and definitions. Types of assignments will include work sheets, reports, intonation charts, and harmonic and rhythmic dictation. Frequent assignments will be posted on FCPS 24-7 Learning.

C. Performances

Students will participate in performances throughout the year. The students will be evaluated on their attire (required uniform), punctuality, and performance (based upon lessons and standards set in rehearsal). Performances include, but are not limited to, home football games, marching band competitions, fall, winter, and spring concerts, Tiny Tots concert, All-District Band audition, All-District Band, District Band Festival, chamber music recital, solo and ensemble festival, and graduation. Specific report times will be communicated in advance. Any changes or additions will also be communicated well in advance. Students

will wear the *complete* marching band uniform for all Marching Band performances. Students will wear the *complete* concert band uniform for all concert performances. Students must pass uniform inspection prior to all performances. Failure to pass inspection will result in a lowered grade.

In order to receive full credit for each performance, students must be in attendance.

The ensemble will participate in a spring trip. As members of the premier performing ensemble in the Lee High School Band Program, all Wind Ensemble students are expected to participate. Fund raising opportunities will be provided to help defray the cost of the trip.

Student's grades will be evaluated on the following scale:

A = 4.0, A- = 3.7, B+ = 3.3, B = 3.0, C+ = 2.3, C = 2.0, D+ = 1.7, D = 1.0, F = 0.0

- A** Student demonstrates superior work in daily rehearsals; shows evidence of regular, thorough home practice; always works to the best of ability in all daily rehearsals; is able to work effectively with teacher and classmates (can function as a leader if needed); has correct music, equipment, and materials at all times; is on time and attentive always; attends all after school rehearsals and performances.
- B** Student demonstrates above average work in daily rehearsals; shows evidence of regular home practice; works to the best of ability in most daily rehearsals; is able to work effectively with teacher and classmates (can work independently); has correct music, equipment, and materials regularly; is on time and attentive; attends all after school rehearsals and performances.
- C** Student demonstrates average work in daily rehearsals; shows evidence of adequate, but irregular, home practice; works below ability during many daily rehearsals; experiences a little difficulty working with teacher or classmates; is without proper music, equipment, and materials occasionally; is late or inattentive occasionally; fails to attend all after school rehearsals and performances.
- D** Student demonstrates below average work in daily rehearsals; shows little evidence of home practice; works below ability in most daily rehearsals; experiences much difficulty working with teacher or classmates (needs supervision often); is without proper music, equipment, and materials frequently; is late or inattentive frequently; fails to attend all after school rehearsals and performances.
- F** Student demonstrates poor work in daily rehearsals; shows no evidence of home practice; works below ability (shows little or no effort); is unable to work with teacher or classmates (is unable to work independently and constantly requires close supervision); is without proper music, equipment, and materials regularly; is late or inattentive regularly; is disruptive; fails to attend all after school rehearsals and performances.

Students must follow the Lee HS Academic Honesty Policy for all assignments. Plagiarism and/or cheating on any assignment will result in an automatic zero; this includes sharing of materials with other students - both parties will lose all credit for the assignment in question. For major assessments, all parties involved will be given the opportunity to re-do the assignment for a maximum of 60% credit; this opportunity will only be given after a conference with the teacher and contact with parents.

ATTENDANCE AND MAKE-UP WORK POLICY

Students are expected to attend all classes on time, and participate fully throughout the class period.

If you are absent or have an emergency from a rehearsal or performance beyond the regular class period, it is your responsibility to do one of the following **PRIOR** to missing an event:

1. Give written notification from the parent to Ms. May Magee via e-mail or handwritten note that includes parent signature.
2. Complete the **Performing Arts Department Absence Form**.

AFTER the absence, it is your responsibility to do the following:

1. Give doctor's note to Ms. May Magee if the absence is for medical reasons; include both doctor and parent signature.
2. Complete the **Performing Arts Department Absence Form** if the absence was not pre-arranged.
3. Complete assigned make-up work if the absence was excused according to the terms of the **Performing Arts Department Absence Form**.

If you have a "once-in –a-lifetime" event (i.e.: family wedding or school-approved vacation) that will conflict with a performance, **you must pre-arrange your absence by notifying Ms. May Magee no later than six weeks prior to the event**. Because all band classes operate on a "team" principle, arrangements must be made to have another musician cover your part. Equivalent make-up work will be assigned. The student will prepare a videotaped performance of his or her part as a solo in the video format required by the teacher. The video performance will be graded by the teacher using the VMEA (Virginia Music Educators Association) Assessment rubric, which will be provided to the student. The make-up assignment is due the last day of school the student attends before the pre-arranged absence begins. Students who do not complete the make-up work will receive the grade of an F.

A student who is absent from a concert performance must do a performance videotape of his or her part as a solo in the video format required by the teacher. The video performance will be graded by the teacher using the VMEA (Virginia Music Educators Association) Assessment rubric, which will be provided to the student. All make up assignments are due within two weeks of the performance date or the end of the quarter, whichever comes first. Students who do not complete the make-up work will receive the grade of an F.

EXTRA CREDIT POLICY

An important aspect of growing as a performer and listener is to experience performances from the audience perspective. Students may earn **5 extra credit points** for attending a concert in which they are not performing. These performances may include, but are not limited to: Lee HS chorus and orchestra concerts, church or community concerts, studio recitals, and events throughout the Northern Virginia, Maryland, and DC area. Concerts must be those that reinforce literature and concepts covered in the student's own Lee HS ensemble. Students need to check with their director in advance to make sure the concert they wish to attend will be acceptable. After the performance students need to turn in a concert program signed by a parent/guardian.

If you have any questions concerning the Wind Ensemble class, Ms. May Magee can be reached by e-mail at KDMay1@fcps.edu. The band office phone is 703-924-8341; please leave a message and your call will be returned as soon as possible.

Please return the signature page of this syllabus to Ms. May Magee by September 5, 2014.