

## ***Welcome to the HHS Marching Pride Of Herndon 2014!***

This information has been put together by a group of new parents who spent a large portion of their “rookie year” in various stages of confusion. In the many hours spent together watching practices and performances, waiting to pick up kids, and following various school busses, we asked lots of questions.

As novice band parents, of course we wanted to know what we should do. After all, the only people who were even more confused, and looking to us for answers, were our children. We wanted to share with the “upcoming rookie parents” some of the answers to these many questions before we too forget how it felt not knowing what was going on...(of course we still don't have all the answers)!

Being a member of the Herndon High School Band Parents Association (HHSBPA) will bring your children an interesting, and fulfilling educational experience. They will work hard and experience many triumphs, as well as downfalls; two things that will prepare them for the real world after high school.

We sincerely hope this guide will answer some important questions about time management, time commitment, band fees and how to pay for them, fundraising, and uniforms. We would also like to give you some “insider” information on what it takes to be a band student, and a band parent!

### ***How Will My Student Have Time? TIME MANAGEMENT***

How will our children have the time to go to rehearsals after school, perform at four Friday night football games, and compete on Saturdays five to six weekends? How will they have the time to do all of this, within a three-month period, and keep up their grades??

TIME MANAGEMENT will be the most important tool that your children will acquire when they become members of the Herndon band program.

The students quickly learn that they must use every minute of their day wisely. The time not spent in practice has to be spent doing schoolwork, there is no other choice and they know that. At any given time you will find students in the band room, out in the hallway, or in any other space available doing homework. This is taught to them when they first join the program and it is expected of them. Remember that most band members are Honors, AP, and Advanced Diploma students. Your student will learn how to keep a schedule, how to be punctual, and how to manage time priorities.

As soon as we know detailed schedules, they are posted on our website. It will list every rehearsal, football game, and competition your student will be required to attend the next three months. You can view this schedule on the Bands web site at [www.Herndonband.net](http://www.Herndonband.net). This schedule will now become a permanent bookmark in your browser. The calendar data is in a Google Calendar format, so it is downloadable to smart phones. Your student will also become punctual. They will be taught the meaning of the phrase...

***“If you're early, you're on time; if you're on time; you're late”.***

Finally, your student will learn how to set priorities. No longer will you see your children staring mindlessly at the television, or playing video games and computer games for hours upon hours. Band rehearsals and homework will now fill their free time. (If only the band program could teach them to make time to take out the garbage without being reminded 100 times!!!)

**"If you're early, you're on time; If you're on time; you're late"!**

Scheduled rehearsal times are always a big question for those new to Herndon. Our published rehearsal times are the times that we will be actively involved in rehearsing the band. For example, if the published rehearsal time says 6:00-9:00, that means that the band will be called to attention at 6:00 and the actual rehearsal will be over at 9:00. That means for a 6:00 rehearsal a student needs to be at the band room early enough to 1) take care of their set-up responsibilities and 2) get their instruments, equipment, and themselves to the rehearsal facility before 6:00. That usually means 15-20 minutes prior to the scheduled beginning of rehearsal would be a good time to arrive. The rehearsal facilities vary from day to day and are at various locations around the Herndon campus. When the actual rehearsal is over it can take from time to time to put away the equipment, make announcements, pass out forms, answer questions and get dismissed. Our band is a unit.

We do everything together. So we all stay until everyone has completed their responsibilities for the rehearsal and everything is put away. The better the students work, the sooner they are dismissed.

### ***What is the Time Commitment?***

Without a doubt, band is a big time commitment. There are rehearsals at least three times a week, football games on Friday nights, plus competitions and fundraisers on the weekends. There is the Summer Marching Band pre-season rehearsal which lasts three-four weeks, Tag Day, Showcase, practice, and maybe even private lessons. As we discussed above, time management is the key to success.

### ***What About the Pre-Season Marching Band Rehearsals?***

**YES, THE PRE-SEASON SUMMER MARCHING BAND REHEARSALS ARE REQUIRED.** Plan ahead! There have been times when students and families did not realize that there was a pre-season rehearsal time (formerly known as "band camp"), or that it is required. They are not allowed to leave campus during the sessions. **The August Pre-Season rehearsals are mandatory.** Your student must attend ALL sessions without interruption. Please arrange family vacations, doctor's visits, jobs and family time at a time other than during these rehearsals. Band is the ultimate group activity, and if one member is missing, it has an effect on the entire group. We count on your student to be there and to do their best. **There is a lot of information in the Pride Of Herndon Rookie Survival Guide - please take some time to read it.**

### ***What About Rehearsals?***

#### **DOES MY STUDENT REALLY HAVE TO BE THERE?**

Rehearsals during marching band season are mandatory. One absent member will disrupt rehearsal for all members of the band – imagine trying to rehearse a play with missing actors, or run football plays without a quarterback. Nobody sits the bench in marching band! To be able to put the best possible musical product on the field, the staff and director need for all members of the band to be present during all scheduled rehearsals. Please see the Course Description for the consequences of missed rehearsals. Your membership depends on consistent participation. Management of a band this size is a monumental task and it becomes next to impossible if members of the band are absent. Please help your student make every effort to be there. Teachers stay after school every day of the week, so if your student needs extra assistance, choose a day OTHER than Tuesday or Thursday.

### ***How does my child receive a grade for marching band?***

#### **HOW IS ATTENDANCE TAKEN?**

Rehearsals during marching band season count for grades in the ensemble class that meets during the day (like Wind Ensemble, Symphonic Band, Percussion Ensemble, or Jazz Band). Students get credit for being at a rehearsal by being scanned in by their barcode on their plastic marching band folder (distributed during band camp). If a student doesn't have a working barcode, it is THEIR responsibility to see an attendance officer or section leader to get a new one. If a student doesn't have their materials, then they don't get credit for the rehearsal. Section leaders are available to help students get back-up copies of materials BEFORE a practice begins. Parents are emailed home progress reports throughout the year to see if their students are marked absent from a rehearsal.

### ***How Do Parents Get Involved?***

#### **PARENT INVOLVEMENT = A SUCCESSFUL BAND PROGRAM**

Getting involved in the band program will give you the opportunity to share with your student the last four years of their education. These years go so fast and are rarely enjoyed by many parents. Your student might say they'd rather not have you around, but most parents actually learn that in reality they appreciate your involvement and will thank you in the future.

HHS is fortunate to have a great instructional staff. The band parents are needed to support the director and help with the details of fundraising, transporting, feeding and watering an organization this size. The band needs parents to be able to function; it is for this reason that we urge you to get involved. Join one of the many committees - we need your help! Grandparents, siblings, or any member of your family can get involved and make a difference. Join the Band Boosters - it is a great way to meet the parents and the kids your student will be spending much of their time with for the next few months.

The easiest way to volunteer is email [Volunteer@HerndonBand.org](mailto:Volunteer@HerndonBand.org). Don't just sit in the car, get out and ask, "How can I help?" It is fun, and you meet the other parents with the same interests as yours. As a guideline, it is recommended that every family contributes at least 10 hours to the Band Program.

### ***How Do We Keep Informed?***

The HHSBPA Band website is a place that you will want to visit often not only to keep informed, but also to view the most recent pictures of the band's activities. It is here that you will find the latest information on all upcoming events and fundraising opportunities. Make sure to visit our web site at [www.herndonband.net](http://www.herndonband.net). You will find rehearsal times, schedules, pictures, and all parent contact information.

### ***How Do We Pay For This?***

There are many questions about the economic impact of the band program. While your middle school programs traditionally did not have fees, the high school band program is very different. When we hear the bottom line, we sometimes wonder how we are going to be able to raise the funds needed for our children to be able to continue the pursuit of their musical interest. We do not want the economic factor to keep any student from participating in band. Throughout the year the HHSBPA works hard to offset marching band and spring trip costs for all students. Since new IRS guidelines don't allow us to fundraise directly to student accounts, we have to all work together to make sure our major fundraisers are successful for everyone: Tag Day, Showcase, Bingo, Holiday Greens, and Citrus.

There are significant discounts available for families on Free/Reduced Lunch if you contact the director directly. Payment schedules are flexible if pre-arranged with the Treasurer.

### ***Uniforms, Uniforms – What Do They Wear?***

Summer Marching Band & Rehearsals: Wear comfortable shoes, closed toe, no flip flops. A light colored t-shirt and shorts are appropriate. Sunglasses, a hat and sunscreen are also recommended.

## **Football Games**

Uniform parts consist of:

- Black marching band shoes – These are special marching band shoes that clean up well with shoe polish. All students must wear the same shoes, as it is part of the uniform.
- White or black t-shirt (preferably with a crew neck – otherwise we can see the color pop through the uniform)
- Athletic shorts to be worn under pants for group changes.
- Black socks. We suggest having several pairs exactly alike. (Dryers love to eat socks.)
- Gloves- Provided at the uniform fitting. These will stay in the band room with their hats.

Band Students will arrive early to receive their marching band uniform prior to each game and competition from the uniform room. The uniform does not go home with students, and they must hang it up properly after each performance.

Students will be fitted for the following:

- Bibbers – stored in uniform closet after each game
- Jacket – stored in uniform closet after each game
- Hat – stored in uniform closet after each game
- Gloves – stored in uniform closet after each game
- Shoes – worn to and from game

Tips to remember while in uniform:

- No hair showing
- No jewelry or odd hair accessories
- No nail polish
- No make-up (Guard is the exception, it is part of the uniform)
- Colored drinks, condiments, and any other messy or greasy food are not to be eaten while in uniform. Clear liquids only.
- Cell Phones must remain in uniform room while in uniform

## ***Are There Really Inspections?***

Inspections are held before games in the warm-up arc. Students should be in place no later than the time they were told to report. Your student and their instrument (even the inside of the instrument) will be inspected as they stand at attention by sections. Students should be sure to not have jewelry or hair showing from under the shako. No make-up should be worn when in uniform. This is an issue of pride and unity.

## ***Helpful Hints to Save You Time and Grief:***

- Make your student responsible for being prepared. The first time they forget something will be the last!!! They learn to be resourceful when they have to be.
- At the end of each practice session there are usually announcements – listen up. This is your best opportunity to find out who, what, where, and when things are going on.
- Network – This is how we meet each other. It is also one of the best ways to get helpful hints on band parenting from others.
- Carpool to competitions when parent busses aren't available.
- Be prepared to cheer! The band loves it when they have their own cheering section.
- Don't put uniform items away in the closet or drawers when cleaned. Keep all items (socks, shoes, band shirt, gloves, etc.) in a bag. These tips will save time spent hunting for them each time they are needed.

- Keep extra gloves, socks, needle & thread, etc. in your car or purse just in case.
- Visit the band web site to stay informed.
- Make sure we have your correct email address for rapid notification.

#### ***Terms and Phrases:***

- **"Band practice is at 6 o'clock."** **"If you are early, you're on time; if you're on time, you're late."** When you drop your student off at 5:30, there will be students already there, ready to play. At this point, the anxiety level for being late dramatically increases. The band actually takes the practice field for warm-ups around 5:45. Always allow extra time. There are no excuses.
- **"Where is your band folder?"** These are plastic folders that students wear around their shoulders (like a messenger bag) during all marching rehearsals. Each folder has a barcode on it that is scanned for attendance. Attendance determines grades. The folders contain their handbook, music, **squad assignment**, and **drill coordinate chart** that tell students exactly where they stand for different setups, like "Opener, Set 6." Most students keep their folders in their case or their band locker.
- **"Where's my dot?"** or **"Do we line up on the hash?"** This does not refer to insects or food. These terms indicate how the practice field is marked off. Students use their coordinate cards to answer these questions.
- **"Play to the box!"** This means that instruments should be directed toward the tower on the practice field, where the powers-that-be live and flourish.
- **"Oh, just sit where band parents sit."** During football games, a lot of band parents sit just left of the band (facing the field), which is in the area of the 30-yard line. Before competitions, chaperones meet in the area just outside of the band room.
- **"Are you working the Pit?"** The pit is not something bad. It's a group of percussion instruments that travel on a trailer and are stationary during performances. Parents in the Pit Crew work feverishly to set up and take down the pit in record time, before and after a performance (and you think race pit crews are fast!!)
- **"Last Time"** This can mean one more time, a few more times, it can mean you're beginning to approach the road to the last time, or it can mean we'll keep doing it until you get it right!

#### ***You Know You are A Band Parent When. . .***

- You make three more trips than expected to drop off your student with everything they need.
- You carry spare white gloves, needle and thread, safety pins, and duct tape in your pocketbook.
- You follow buses around all day on Saturdays.
- You can't pick your student out of the crowd because they all look alike.
- You no longer speak of your student as a fourteen-year-old daughter/son, but as a "freshman trumpet, freshman flute," etc.
- You prominently display a band calendar in the kitchen and have band dates marked on the calendar in your purse.
- You use your oven more for baking goodies for the band than for sit-down meals.
- You know that you will be wearing something red and black every Friday and Saturday in the Fall.
- On time is late and early is on time.
- You don't leave home without cushions to sit on, camera, and camcorder!
- You are cheering with other band parents.

#### ***CONTACTS:***

Website [www.HerndonBand.net](http://www.HerndonBand.net)

E-Mail: Ms. Jacoby <mailto:kgjacoby@fcps.edu>

FaceBook: Herndon Band: The Pride of Herndon



# HERNDON HIGH SCHOOL BANDS

## *MARCHING BAND COURSE DESCRIPTION*

Band Director: Kathleen Jacoby  
Contact: [KGJacoby@fcps.edu](mailto:KGJacoby@fcps.edu) or 703-810-2332  
[HTTP://HERNDONBAND.NET](http://HERNDONBAND.NET)

### PREREQUISITE

All instrumentalists enrolled in a performance band class are required to participate in Marching Band.

### ATTENDANCE

Membership in the Pride of Herndon **requires** attendance at all rehearsals and performances (including football games, parades, and competitions). Marching band will meet on Tuesdays (2:30pm-4:30pm), Wednesdays (6:00-9:00pm), and Thursdays (3:00-5:00pm) and during marching band season (see the band calendar). If a marching band rehearsal is missed, you may not be permitted to perform the following weekend and you also will not earn the Marching Band letter. Only absences due to extreme illness or death in the family will be excused. Specific arrangements must be made with Mrs. Jacoby in the event of a conflict with other school groups. School commitments will always take priority over non-school activities. Mrs. Jacoby must approve any absence **before** the rehearsal or performance.

### CELL PHONES/ELECTRONICS

- Electronic devices that are used during rehearsals or while in uniform will be confiscated by band staff. Parents may retrieve these devices from the HHS security office on the next business day.
- Each offense will result in a docked grade. Student officers may lose their position.

### UNIFORM POLICIES

- The uniform includes a jacket, bibbers, shako, plume, gloves, black socks, and marching shoes. Students provide their own socks; shoes are purchased through the band.
- The uniform jacket is never to touch the floor or the ground.
- No jewelry of any kind is permitted while the uniform is on. Do not get any visible piercings just before or during band camp and marching season.
- All student hair (male or female) must be off the collar. Long hair can be placed in a high ponytail, braid, or hairnet that can be completely concealed under the shako. Anything visible used to keep hair up and back must be the same color as the hair.
- No make-up of any kind (including fingernail polish and mascara) is to be worn while in uniform.
- Replacement or cleaning fees may be issued for uniforms damaged past normal wear and tear. This includes things like damage from hair coloring, food stains, and carelessness.
- Appropriate attire must be worn under the uniform:
  - Shirts must have crew neck, V-neck, or scoop neck; long sleeve shirts must be black.
  - Bottoms should be athletic shorts, leggings, or long-johns. Bottoms must be shorter than socks or tucked into socks. Not permitted examples: jeans, denim, sweats, any shorts or pants with pockets, any pants with wide legs.
  - Socks – must be plain black and come up to at least mid-calf.
- You may not have any electronic devices on you when in uniform. Electronics are to be left in your hat box, case, or better yet – **DON'T BRING THEM.**
- Failure to wear your uniform completely and properly is grounds for dismissal from the performance and forfeiture of your band letter/bar.

## FUNDRAISING

Dues only make up a portion of the marching band operating budget. We ask for your participation in two mandatory fundraisers.

- Tag Day (first Saturday in September)
  - Typically from 8am-4pm
  - Students earn money directly into their accounts for each hour they work
- Showcase (last Saturday in September)
  - All marchers are asked to sign up for at least one shift during the day
  - Woodwinds help set up early Saturday morning (before bands arrive)
  - Brass help tear down Saturday night (after awards)
  - Guard and Percussion help clean up Sunday morning
  - All marchers must sign up for at least one other shift during the day

## AWARDS

- First year, third, and fourth year marchers receive a Varsity pin
- Second year marchers receive a Varsity letter
- The Academic Achievement Award is given to students who maintain an average 2.7+ GPA (A/B honor roll)
- Student and staff-picked superlative awards will be presented at the Tag Day Concert in November
- The Matt Weinke Award is awarded to the student who most exemplifies excellence in the Pride of Herndon Marching Band.
- Indoor drumline, indoor guard, District Band, Senior Regional Orchestra, and All-Virginia

## INSTRUMENTS, MUSIC, DRILL AND ACCESSORIES

- It is expected that students bring their instrument (with necessary accessories) and their own music to every rehearsal. Every instrument is to have their name taped to the case. Inside the case the student is to have their name and home phone number.
- If the student is physically not able to play, the student must bring a note from a parent.
- The following accessories are to be brought to rehearsal each day:
  - Pencil
  - **Lyre (provided by student unless using school owned instrument)** and flip folder (provided by HHS)
  - Instrument accessories: cleaning cloth, reeds (at least 3 in case at all times), valve/slide oil, etc
  - Sneakers
  - Drill and music binder with student barcode
  - Water bottle or camel pack

A great deal of effort goes into selecting, preparing, and passing out music. Show respect and care for all music passed out. Students will be expected to replace any lost or damaged music (\$1.00 per page).

## H.S.T. (Herndon Standard Time)

- **To be early is to be on time. To be on time is to be late. To be late is to be forgotten.**
- Be at every rehearsal at least 10 minutes early. You will need time to get your music and chair set up, put your instrument together, warm-up a few notes, socialize, get water, etc. You need to be ready to start on the downbeat!

## MARCHING BAND POLICIES

- Dignity, courtesy, behavior, and pride will ALWAYS be demonstrated when the uniform is on.
- Public displays of affection are **never** acceptable while in uniform, and are restricted to hand holding at all other times.
- Failure to follow the rules or unexcused absences may result in dismissal from the marching band without a refund.

- Grading is based on timely attendance at all rehearsals and attendance. Unexcused absences and excessive tardiness will result in a grade deduction. Appropriate behavior and proper materials are also taken into consideration.
- Football Games:
  - Do not leave the stands during a football game without permission.
  - Bathroom breaks will be allowed only on a case-by-case basis.
  - The **entire** uniform must stay on until you are asked to remove part of it.
  - Do not sit down until told to sit down.
  - Do not have a parent or chaperone bring you food or drink until everyone gets food and drink, which is typically the 3<sup>rd</sup> quarter.
  - Use good judgment and common sense- if you think it *might* be a bad idea- it is.

## COMMUNICATION

Email addresses included on the Information Card will be added to the mailing list for announcements. HerndonBand.net also contains important announcements, forms, and a current calendar. You may also reach Mrs. Jacoby at KGJacoby@fcps.edu or at (703) 810-2332. Proper email addresses are critical since they will be used to send home information. If you do not want to be included on email announcements, please let Mrs. Jacoby know and she will keep your email on record only for private communication.



# **Herndon High School Band Authorization**

## **(Please detach and return)**

By signing below, I acknowledge the following:

- I/we grant the Herndon High School Band Parents Association the right to photograph and/or videotape my child and to further use said child's name, face, likeness, voice and appearance in connection with exhibitions, publicity, advertising, promotional and commercial materials without reservation or limitation.
- All email addresses included on the Information Form will be included in the mailing list unless otherwise noted.
- Uniforms are provided by the Band Parents Association. Damage to the uniform may result in an additional cleaning or replacement fee.
- Participation in the events listed on the band calendar is mandatory and counts towards the class grade.
- Tag Day and Showcase are required fundraisers. All other fundraisers are optional and designed to help reduce spring trip and band operating costs.
- I understand and agree to follow the rules and expectations of the Band program.

**Student Signature:** \_\_\_\_\_ **Date** \_\_\_\_\_

\_\_\_\_\_ (student name) has my permission to participate in the Herndon High School Band Program. This permission extends to all band sanctioned trips and activities. Travel to these trips and activities may be by motor coach or school bus. Certain local events will require own transportation (eg. Tag Day)

**Parent/Guardian Signature:** \_\_\_\_\_ **Date** \_\_\_\_\_



# HERNDON HIGH SCHOOL BANDS

## WIND ENSEMBLE COURSE DESCRIPTION

**Band Director:** Kathleen Jacoby  
**Contact:** [KG.Jacoby@fcps.edu](mailto:KG.Jacoby@fcps.edu)  
**Web site:** <http://herndonband.net>

### COURSE DESCRIPTION

*This is an advanced-level course.* Emphasis is on traditional and contemporary works for concert band and wind ensemble at the Grade IV - VI level. In addition, students are required to participate in Virginia Band and Orchestra Directors Association (VBODA) sponsored events such as All-District Band auditions, Solo & Ensemble Festival, and District Concert Festival. Small ensemble and solo work as well as scales, etudes, music theory, ear training, sight-singing/reading and music history will be components of this course. This class is for students who are serious about the study of instrumental music. Private lessons are required for members of this ensemble. *Students are expected to practice a minimum of 30 minutes per day.* This is a performance-based class and involves participation in concerts and other performances and rehearsals outside of class time.

**PREREQUISITE:** Students are required to pass a proficiency audition with the band director, which will include ALL major scales, chromatic scale, a prepared selection and sight-reading.

### MARCHING BAND

Marching Band is a required component of being in the Wind Ensemble. **This is a performance-based grade and involves participation in competitions, fundraisers and football games outside of school time.**

### MATERIALS AND UNIFORMS

- **Specific attire is required for performance. Please reference the attached concert attire description.**
- Percussion is required to provide their own set of proper concert snare sticks and timpani mallets
- Combination lock for storage room.
- Instrument, music, appropriate mouthpiece and accessories (reeds, valve oil, etc.) and pencil are required daily. A daily Performance grade of "0" will be given if students do not bring *all* required materials to class.

### FEES

- FCPS requires an instrument rental fee for all school and county owned instruments - checks made out to HHS (due immediately). Percussionists are all required to pay a materials fee.
- All students in a performing ensemble are required to pay a single, yearly \$20 to the HHS (due Nov 1)
- District Band auditions and Solo and Ensemble costs will be announced prior to registration (approx \$6 each)
- Spring trip is an additional cost.

### SECURITY AND INSTRUMENT STORAGE

- Students will be assigned a locker in the instrument storage room in which to securely store their band instrument. The instrument storage room to be used for band instruments and band supplies only.
- All instrument cases are to be clearly marked with the student's name. Any student found tampering with another student's instrument or equipment will be referred to their assistant principal for disciplinary action.
- Students are required to have a combination lock and give the combination to Mrs. Jacoby. If a key lock is used, she must have a spare key.

### GRADING

Student performance will be evaluated daily. In order to receive full credit each day, the student must have all necessary supplies and equipment and contribute to the overall performance of the ensemble both in class and in public performance.

- Students receive a weekly grade based on daily evaluations.
- Performance and etiquette during public concerts are an integral part of the learning experience and are graded.
- Playing and/or written tests may be given periodically to evaluate each student's progress.
- Grade percentages for each quarter (9 weeks) will be derived from the following:

Daily Performance (40%)
Playing Quizzes (15%)
Performance in Concerts/Games and Afternoon/Evening Rehearsals and Practices (45%) – <i>both marching and concert</i>

STUDENT CONDUCT

- All students in the Herndon music program are expected to treat others with respect at all times. A cooperative spirit is not only necessary for the success of the class, but will make your experience more enjoyable.
- Students are expected to follow the Fairfax County Public Schools Code of Conduct and all Herndon High School rules.
- **No food, drink, or gum is allowed in the Band room at any time**, except for bottled water.
- Students may not enter practice rooms, storage rooms, the music library, or any music office without permission. Students may not enter or exit through the outside door during class hours. Students may not use the classroom phone or copy machine during school hours.
- Students will not be allowed to enter the classroom after the tardy bell without an admit slip from a building administrator.

PERFORMANCE

Students are expected and required to perform several times during the school year. Participation in these performances is mandatory and part of each student’s course grade. In some *extreme* cases, students may be excused from a performance and allowed to complete a make-up assignment for the performance grade. In these cases, the student must submit, in advance, a note of explanation from their parent or guardian. The director will consider each case on an individual basis. **Only cases of illness or family emergency will be excused.** Missed performance due to disciplinary problems in band or within Herndon High School shall be considered unexcused absence from performance and will result in a lowered grade. Excused absences will be required to complete an alternative written, oral and/or playing assignment in lieu of performance. This assignment will be due within 5 days of the missed performance. Additional rehearsals are scheduled prior to the concerts and are required. Extra rehearsals are listed on the official band calendar at **HerndonBand.org** under the “Calendar” link. Additional performances may be scheduled during the school year. All performances are in the Herndon Auditorium unless otherwise indicated. Students must be dressed and ready for warm-up 45 minutes prior to all school concerts. Dates and times for performances are listed below.

OPPORTUNITIES FOR TUTORIAL ASSISTANCE

Students in this class are **required** to take private instruction on their instrument from local, qualified musicians. This will allow the student to advance to their highest level of performance. Students are encouraged to stay after school for extra practice time and may make appointments for individual help on most days after school. Please send the website for additional information on private instructors.



Please sign and return the following to Mrs. Jacoby by the end of the next class.

Sincerely,

Kathleen Jacoby  
Director of Bands,  
Herndon High School

By signing below, I acknowledge the following:

- I/we grant the Herndon High School Band Parents Association the right to photograph and/or videotape my child and to further use said child's name, face, likeness, voice and appearance in connection with exhibitions, publicity, advertising, promotional and commercial materials without reservation or limitation.
- All email addresses included on the Information Form will be included in the mailing list unless otherwise noted.
- Uniforms are provided by the Band Parents Association. Damage to the uniform may result in an additional cleaning or replacement fee.
- Participation in the events listed on the band calendar is mandatory and counts towards the class grade.
- Tag Day and Showcase are required fundraisers. All other fundraisers are optional and offered to help offset your account balance.
- I understand and agree to follow the rules and expectations of the Band program.

Student Name	Parent Signature	Date	Student Signature	Date
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# HERNDON HIGH SCHOOL BANDS

## *SYMPHONIC BAND COURSE DESCRIPTION*

Band Director: Kathleen Jacoby  
Contact: [KG.Jacoby@fcps.edu](mailto:KG.Jacoby@fcps.edu)  
Web site: <http://herndonband.net>

### COURSE DESCRIPTION

Emphasis is on mastering the skills necessary for the performance of Grade III - V band literature. Students will participate in Virginia Band and Orchestra Directors Association (VBODA) sponsored events such as District Band Festival. Concerts of traditional and contemporary band works at the Grade III - V level will be prepared and performed. Small ensemble and solo work as well as music theory and history will be components of this course. **Students are expected to practice an average of 30 minutes per day.** This is a performance-based class and involves participation in concerts and other performances and rehearsals outside of class time.

**PREREQUISITE:** One or more years of Band at the Middle or High School level or equivalent.

### MARCHING BAND

Marching Band is a component of being in Symphonic Band. **This is a performance-based grade and involves participation in competitions, fundraisers and football games outside of school time.**

### MATERIALS AND UNIFORMS

- **Specific attire is required for performance. Please reference the attached concert attire description.**
- Combination lock for storage room.
- Instrument, music, appropriate mouthpiece and accessories (reeds, valve oil, etc.) and pencil are required daily. A daily Performance grade of "0" will be given if students do not bring *all* required materials to class.

### FEES

- FCPS requires an instrument rental fee for all school and county owned instruments - checks made out to HHS (due immediately). Percussionists are all required to pay a materials fee.
- All students in a performing ensemble are required to pay a single, yearly \$20 to the HHS (due Nov 1)
- District Band auditions and Solo and Ensemble costs will be announced prior to registration (approx \$6 each)
- Spring trip is an additional cost.

### SECURITY AND INSTRUMENT STORAGE

- Students will be assigned a locker in the instrument storage room in which to securely store their band instrument. The instrument storage room to be used for band instruments and band supplies only.
- All instrument cases are to be clearly marked with the student's name. Any student found tampering with another student's instrument or equipment will be referred to their assistant principal for disciplinary action.
- Students are required to have a combination lock and give the combination to Mrs. Jacoby. If a key lock is used, she must have a spare key.

### GRADING

Student performance will be evaluated daily. In order to receive full credit each day, the student must have all necessary supplies and equipment and contribute to the overall performance of the ensemble both in class and in public performance.

- Students receive a weekly grade based on daily evaluations.
- Performance and etiquette during public concerts are an integral part of the learning experience and are graded.
- Playing and/or written tests may be given periodically to evaluate each student's progress.
- Grade percentages for each quarter (9 weeks) will be derived from the following:

Daily Performance (40%)
Playing Quizzes (15%)
Performance in Concerts/Games and Afternoon/Evening Rehearsals and Practices (45%) – <i>both marching and concert</i>

## STUDENT CONDUCT

- All students in the Herndon music program are expected to treat others with respect at all times. A cooperative spirit is not only necessary for the success of the class, but will make your experience more enjoyable.
- Students are expected to follow the Fairfax County Public Schools Code of Conduct and all Herndon High School rules.
- **No food, drink, or gum is allowed in the Band room at any time**, except for bottled water.
- Students may not enter practice rooms, storage rooms, the music library, or any music office without permission. Students may not enter or exit through the outside door during class hours. Students may not use the classroom phone or copy machine during school hours.
- Students will not be allowed to enter the classroom after the tardy bell without an admit slip from a building administrator.

## PERFORMANCE

Students are expected and required to perform several times during the school year. Participation in these performances is mandatory and part of each student's course grade. In some *extreme* cases, students may be excused from a performance and allowed to complete a make-up assignment for the performance grade. In these cases, the student must submit, in advance, a note of explanation from their parent or guardian. The director will consider each case on an individual basis. Only cases of illness or family emergency will be excused. Missed performance due to disciplinary problems in band or within Herndon High School shall be considered unexcused absence from performance and will result in a lowered grade. Any student missing a performance (excused or unexcused) will be required to complete an alternative written, oral and/or playing assignment in lieu of performance. This assignment will be due within 5 days of the missed performance. Additional rehearsals are scheduled prior to concerts, generally on Tuesday afternoons. All events are listed on the official band calendar at **HerndonBand.org** under "Calendar."

## OPPORTUNITIES FOR TUTORIAL ASSISTANCE

Students in this class are encouraged to seek private instruction on their instrument from local, qualified musicians. This will allow the student to advance to their highest level of performance. Students are encouraged to stay after school for extra practice time and may make appointments for individual help on most days after school. Please send the website for additional information on private instructors.



Please sign and return the following to Mrs. Jacoby by the end of the next class.

Sincerely,

Kathleen Jacoby  
Director of Bands,  
Herndon High School

By signing below, I acknowledge the following:

- I/we grant the Herndon High School Band Parents Association the right to photograph and/or videotape my child and to further use said child's name, face, likeness, voice and appearance in connection with exhibitions, publicity, advertising, promotional and commercial materials without reservation or limitation.
- All email addresses included on the Information Form will be included in the mailing list unless otherwise noted.
- Uniforms are provided by the Band Parents Association. Damage to the uniform may result in an additional cleaning or replacement fee.
- Participation in the events listed on the band calendar is mandatory and counts towards the class grade.
- Tag Day and Showcase are required fundraisers. All other fundraisers are optional and offered to help offset your account balance.
- I understand and agree to follow the rules and expectations of the Band program.

Student Name

Parent Signature

Date

Student Signature

Date

# **School Music Program**

## **Finance Information and Policies**

### **For School Year 2014-15**

The Herndon High School Band Parents Association has entered into a Memorandum of Agreement with Fairfax County Public Schools (FCPS) to collect fees for required FCPS course materials and FCPS sponsored optional activities.

FCPS will not charge students a fee for any mandatory aspect of the Band Program except for musical instruments and course material fees which are permitted by Virginia Department of Education (VDOE) regulations. Schools or booster organizations cannot require a student to pay fees for course materials in excess of the amount approved by the School Board in Notice 5922, Revenue, Tuition, and Fees – Student Fees.

As a result of the agreement with FCPS, we have restructured the types and manner of payments collected. The new fee structure will be effective for the 2014-15 school year.

#### **Fee Structure**

The new structure includes required Course Materials Fees and FCPS sponsored optional Activity Fees. Course materials fees cover consumable materials associated with a course and are a required element of that course. FCPS sponsored optional activity fees are charged in connection with a particular activity and cover some or all of the actual costs of that activity. Participation in the particular activity is optional but if a student decides to participate in the activity, payment of the activity fee is required. Any fees collected that exceed actual cost of materials or activities must be refunded to the parent.

**Herndon Band Course Materials Fee (\$185, due by August 15):** This fee is similar to required fees paid for certain, other FCPS classes. It covers course materials related to the course. Examples of the materials eligible to be covered by this fee include: uniform purchases and maintenance, the drillbook, music/choreography for the show, band t-shirt, instrument accessories, equipment repairs, and food during instructional activities. Included in this fee is (\$60) that will be allocated to a uniform replacement reserve fund.

**Herndon Band FCPS Sponsored Optional Activity Fee (\$140, due in June and July):** This is an FCPS sponsored optional activity fee that students are expected to pay if they choose to participate in the marching band. The FCPS sponsored optional activity fee is determined and assessed based on the estimated cost of the trip or activity. Examples of such costs include transportation, accommodation, registration, food and other miscellaneous expenses.

**Marching Band Accessories (amount varies - due by Aug 15):** Certain uniform accessory items have to be purchased separately by the students as needed. Examples of these items include marching band and color guard shoes, gloves, and replacement t-shirts.

## Herndon Concert Band Activities

**Symphonic Band, Percussion Ensemble, Jazz Band and Wind Ensemble, Course Materials Fee (\$20 due by Oct 1):** This fee is similar to required fees paid for certain, other FCPS classes. It covers course materials related to the course. Examples of the materials eligible to be covered by this fee include uniform purchases and maintenance, music, and instrument accessories.

**Musical Instrument Rental Fee (\$46 or \$92):** This required fee only applies to students who play school-owned instruments and covers maintenance costs of those school-owned instruments.

**Individual Performance Events (varies by event):** There are opportunities throughout the school year for individual students to choose to audition and/or participate in other bands. Examples include the All-District or All-State Band and the Solo and Ensemble Festival. Audition or participation fees are often assessed for these opportunities by the sponsoring organization. Such fees are not established by the HHSBPA, but the HHSBPA often assists in the collection of these fees from individuals who elect to participate and the submission of one group payment to the respective sponsoring organization. These fees are communicated at the time other information about these opportunities is communicated.

## Payment Policies

Payments may be made via credit card, cash, or check as described below.

- Credit Card payments are made through Charms. After making your payment, please log back into Charms to ensure that your payment appears within your student account.
- Payments made by check should be placed in the Red Box within the band room. If paying by check, please make the check payable as instructed for the particular payment and write the name of the student and the name of the fee being paid in the memo line of the check. Please note that a fee will be assessed for any returned checks. Such fee will be the actual amount charged by the bank related to the returned check, not to exceed \$50.
- If paying by cash, please put the money in an envelope and write the name of the student and the name of the fee being paid (i.e. Tom Smith, Spring trip fee) and take the envelope to the front office of the school and give it to the school finance officer for collecting such cash payments. A receipt will be given to you acknowledging the cash payment. NO CASH PAYMENTS SHOULD BE DEPOSITED INTO THE RED BOX IN THE BAND ROOM.

## Refunds

Typically fees paid are non-refundable once commitments and purchases have been made. These refund policies will be communicated separately as they relate to individual activities.

Students and parents may login to their student account in CHARMS at any time to view fees and balances due.

## Financial Assistance

*Financial assistance is available for those in need of such assistance.* Requests for financial assistance should be made directly to the Band Director prior to the due date for the related fee.

## FINANCIAL SCHEDULE – Herndon High School Bands 2014-2015

It is the intent of the Herndon Band Program to allow any student to participate fully in the band activities throughout the school year. Should you require different payment arrangements than those listed below, you must contact the Band Director at KGJacoby@fcps.edu. Limited financial aid is available.

<b><u>Marching Season \$325.00</u></b> <ul style="list-style-type: none"> <li>\$140 Pre-Season Supplement (made out to <i>Herndon High School Band Parents Association</i>) <ul style="list-style-type: none"> <li>instructors, equipment, uniforms</li> </ul> </li> <li>\$185 FCPS Marching Band Fee (made out to <i>Herndon High School</i>) <ul style="list-style-type: none"> <li>music, drill, awards, camp snacks, transportation</li> </ul> </li> </ul>	<b><u>Concert Season \$20</u></b> <ul style="list-style-type: none"> <li>This fee is only charged once per student, regardless of how many ensembles a student is enrolled in</li> </ul>	<b><u>Instrument Rental Fee</u></b> <ul style="list-style-type: none"> <li>\$46 for marching season/summer rental (plus additional \$46 for school year renewal)</li> <li>\$92 for school year only</li> </ul>
<b><u>Marching Shoes \$35</u></b> <ul style="list-style-type: none"> <li>These are only for students who are first year marchers or who need a new pair of shoes</li> </ul>	<b><u>District Band audition fee \$6</u></b> <ul style="list-style-type: none"> <li>Expected for all Wind Ensemble and returning Percussion Ensemble members. Auditions are encouraged for all other students.</li> <li>Students auditioning on both English Horn and oboe need to pay this cost twice</li> </ul>	<b><u>Spring Trip TBA</u></b> <ul style="list-style-type: none"> <li>Optional activity for all students in marching band and concert bands</li> <li>Payments will begin in November</li> </ul>

### PAYMENT SCHEDULE

#### Marchers

- To reserve your spot in band camp, all forms and the initial deposit of **\$100 must be received by June 17** (made out to **HHSBPA**) *\*we appreciate combining this payment and the next into one lump sum when possible so that our volunteers have fewer checks to process*
- Payment of **\$40 (\$75 if ordering shoes)** is due **July 15** (made out to **HHSBPA**)
- Payment of **\$185** is due **August 15** (made out to **Herndon High School**)

#### All Band Students enrolled in any ensemble

- Concert Fee of **\$20 (\$26 if participating in District auditions)** is due **October 1** (made out to **Herndon High School**)

Financial Aid is not available for spring trip or for any other elective activity. Marching and Concert money must be paid in full before for participation is allowed in HHSBPA sponsored elective activities (Winter Drumline, Winter Guard).

All HHSBPA payments may be deposited in the Band Room Red Box or mailed to HHS (700 Bennett St, Herndon, 20170).

**Monies cannot be reimbursed once we have paid companies and instructors, so refunds are on a case by case basis. The initial deposit is non-refundable.**

If a balance remains due on a student's marching or concert fee, Herndon High School is responsible for the collection. The balance will be treated the same as any other outstanding student fee, including the resulting impact on the student's receipt of his/her diploma, parking passes, transcripts etc.

Payment in full for any 2013-2014 charges must be received before any 2014-2015 forms will be accepted. Should any deposit be received, it will first be applied to outstanding balances.

Unpaid balances at the end of the school year may keep a student from participating in band activities in future years. Balances in senior accounts will be forwarded to the university of your choosing. Unclaimed balances will be donated back to the band general fund.