

Warren Central High School

Band Handbook

2019 – 2020

Mr. Ed Meckes, Director of Bands & Performing Arts Department Chair

emeckes@warren.k12.in.us

317.532.6200 Ext: 4693

Ms. Gabriella Gervasio, Assistant Director of Bands

ggervas1@warren.k12.in.us

317.532.6200 Ext: 6272

Ms. Jessica Holcomb, Assistant Director of Bands

jholcomb@warren.k12.in.us

317.532.6200 Ext: 6271

Mr. Zach Himes, Director of Orchestras & Percussion

zhimes@warren.k12.in.us

317.532.6200 Ext: 6266

Warren Performing Arts Association | P.O. Box 19136 | Indianapolis, IN 46219

Warren Central Performing Arts Department Website

<http://www.WCPerformingArts.com/>

Table of Contents

Introduction	3
Ensembles	3
Grading Policy & Academic Plans.....	5
Classroom Responsibilities & Expectations	10
Student Hall Passes	10
Concert and Extra Rehearsal Attendance Policy.....	11
Uniforms and Performance Attire for Band Classes	12
Instruments, Band Lockers, and Music	13
School Owned Instruments.....	13
Repairs and Accessories.....	14
Private Lessons.....	14
Student Chromebooks, SmartMusic & Canvas	14
Parent/Guardian Information	15
Practice Suggestions	16
Warren Performing Arts Association (WPAA).....	16
Tri-M Honor Society, Honor Bands, and ISSMA Solo & Ensemble Contest	16
Pep Band	17
GOLD BRIGADE Marching Band & Color Guard Membership Details.....	18
GOLD BRIGADE Marching Band & Guard Attendance Policy.....	19
GOLD BRIGADE: Woodwind, Brass, & Percussion Member Uniform Guidelines	20
GOLD BRIGADE: Color Guard Member Uniform Guidelines	21
GOLD BRIGADE Band & Guard Sample Contest Itinerary	22
GOLD BRIGADE Band & Guard Sample Football Game Itinerary.....	22
WARREN CENTRAL PERFORMING ARTS DEPARTMENT	23
STUDENT AFTER-SCHOOL EVENT POLICY.....	23
WC Performing Arts Dept. Student After-School Event Policy	24
Academic Plan for Competitive Co-Curricular Activities.....	24
Managing Scheduling Conflicts Between Performing Arts and Athletics	25

Forms & Reference Items

Request for Excuse or Absence.....	Page 27
Signature Page (Returned by Aug. 5)	Page 29
My Music Office Account Information.....	Page 31
Band Social Media Accounts.....	Page 32

Introduction

Welcome to another exciting year in the Warren Central High School Band Program. The bands at Warren Central have a long tradition of excellence and are recognized and respected throughout Indiana, the Midwest, and the country. When students join the WC band program, they are making a commitment to work hard, practice, and commit to doing their best; “coasting” is not acceptable. For contests and performances, the ensembles are given a rating. If we all do our part and work to the best of our ability, we will achieve the highest rating. Our goal for each ensemble is to continue to improve on a daily basis, which takes practice. A regular routine of practicing should be established and enforced at home. Treat practicing like homework and students complete their homework prior to watching TV, playing video games, or being on the phone. Students who get frustrated with band and or who do not like it after a while are generally students who do not practice and therefore do not experience success. It is important for students to learn the lesson that hard work leads to success and then enjoyment, in addition to the value of learning to appreciate and understand music through the playing of a band instrument. We hope that your student finds enjoyment in playing, which comes after the hard work is put into play.

We will do our best to communicate with parents throughout the year. If you have a concern, something positive to share, or a question, please let us know. We will make every attempt to get back to you promptly, however please be aware that we may not be able to respond the same day. If you leave a voicemail, please leave your name, your child’s name, a brief message, and your daytime phone number. We ask you to please refer to this handbook **1st when you have a question** or visit the Performing Arts Department website.

Ensembles

Gold Brigade Marching Band

The Marching Band rehearses Mondays after school, Tuesday evenings, and Thursday evenings from August thru October. Students will meet during the summer months for rehearsals to prepare for the fall show. This group is very active in the ISSMA marching band circuit being recognized as Scholastic Class State Finalists and was named State Champion in 2017 & 2018. The Marching band is made up of woodwinds, brass, percussion, and color guard sections. Students in the percussion and color guard are required to try-out for their respective sections. There are no auditions for the woodwind or brass sections. Students in the marching band are required to attend all rehearsals and performances. All woodwind, brass, and percussion students are also required to be enrolled in a concert ensemble that meets during the school day. There will be a fee for the season for this group. Please see Page 5 for more marching band information.

Jazz Ensemble (Pd. 1)

The Jazz Ensemble rehearses during the school day and performs music from a wide variety of styles of the Jazz genre. This group performs at numerous events throughout the school year outside of the school day to enhance student learning. Students in this ensemble will focus on specific elements of jazz music and improvisation. Travel is a big part of this ensemble, with performances such as the Bloomington, Madison County, DePauw University, and Ball State University Jazz Festivals, in addition to the ISSMA Jazz Contest. Students in this ensemble are required to enroll in a concert ensemble in addition to Jazz Ensemble.

Ensembles (Continued)

Concert Band (Pd. 2)

The Concert Band is made up primarily of freshmen and performs medium level wind band literature of varying styles and genres. They will have 4-6 performances throughout the school year outside of the school day to enhance student learning. Students are encouraged to participate in solo and ensemble, honor bands, and consider taking private lessons on their instruments to develop stronger elements of musicianship.

Symphonic Band (Pd. 3)

The Symphonic Band is made up primarily of sophomores and juniors with some advanced freshmen and performs medium-advanced level wind band literature of varying styles and genres. They will have 6-8 performances throughout the school year outside of the school day to enhance student learning. During the spring semester, this ensemble will have 2 to 4 after school sectionals and rehearsals. Students are encouraged to participate in solo and ensemble, honor bands, and consider taking private lessons on their instruments to develop stronger elements of musicianship.

Honors Band (Pd. 5)

The Honors Band is primarily made up of juniors and seniors with some advanced freshmen and sophomores and performs advanced level wind band literature of varying styles and genres. They will have 8-10 performances throughout the school year outside of the school day to enhance student learning. During the second semester this ensemble will have required evening rehearsals on Tuesdays in addition to after school sectionals once a week. Honors Band is considered an "Honors Level Class" giving students an advanced grade for their GPA. Students are encouraged to participate in solo and ensemble, honor bands, and consider taking private lessons on their instruments to develop stronger elements of musicianship.

Percussion Ensemble (Pd. 7)

The Percussion Ensemble is made up all the percussionists in the WC program and performs literature of varying styles and genres. They will have numerous performances throughout the school year outside of the school day to enhance student learning. All percussionists are required to be a member of the Gold Brigade Marching Band in the fall semester and the Indoor Percussion Ensemble in the spring semester. These individuals will also be assigned to a concert ensemble for each performance. Students are encouraged to participate in solo and ensemble, honor bands, and consider taking private lessons on their instruments to develop stronger elements of musicianship. There will be a fee for each season for these groups.

Color Guard & Winter Guard (Pd. 7)

The Color Guard and Winter Guards are made up of all students that are selected for the group. They will have numerous performances throughout the school year associated with the marching band in the fall and their respective group for the winter. This class will focus on the elements of dance, movement, choreography, and the use of equipment (flags, rifles, and sabers). In addition to the class period, this group will also have rehearsals outside of the school day. Students are expected to attend all rehearsals and performances. After the fall marching season is completed, this group is divided into 3 different ability-based groups for the winter season. There will be a fee for each season for these groups.

Grading Policy & Academic Plan – HONORS BAND – Semester 2 2019-2020

Curriculum Objectives or Course Outline

There are eight specific objectives for all band and dance performance courses listed as following:

- 1.) C.O.R.E. through a group endeavor.
- 2.) Mental and physical discipline.
- 3.) Professionalism, collaboration, and cooperation.
- 4.) Physical conditioning.
- 5.) Cultural growth through performance.
- 6.) Ability to make musical and aesthetic value judgments through critical listening; recognizing quality tone, pitch, style, tempo, rhythm, balance, blend, phrasing, dynamics, and articulation.
- 7.) Instrumental / Equipment technique and skill & Ensemble Awareness
- 8.) Creative self-expression.

How to Get an “A” in this class.

Students will meet ALL of the descriptors below:

- Begin class / rehearsal on time
- Attend ALL events (rehearsals and performances)
- Respect the leader on the podium
- Complete all playing and written assignments on-time
- Re-do assignments for a better grade when possible
- Responsibility: have all materials and know your part
- Focus: do your best when we rehearse as a group
- Participation: contribute to the team effort in a positive way. No interruptions, back-talk, or disrespect.
- Productivity: Do not waste time
- Follow rehearsal protocol: better yourself and others by following team procedures and traditions
- Leave on time and treat music and equipment properly by securely storing all items

Assessment / Evaluation Final Exam / Activity Grading Policy

Grading is a matter of earning and tallying points throughout a semester and by demonstrating individual growth and ensemble commitment. Each course has a required number of performances, rehearsals, and assignments. Students who complete the requirements will earn the appropriate amount of points commensurate to their level of completion and proficiency. All students must sufficiently participate in the “final exam assessment performance” to complete the course.

HONORS BAND

Points will be sorted into the following CATEGORIES:

- **Assignments** = 40%
- **Rehearsal Technique** = 25%
- **Performances** = 20%
Performances occur outside of the school day only
- **Final Exam / Assessment Performance** = 15%
May include a ISSMA Organizational, Graduation Ceremony, and/or other performance outside of the school day

Grade POINTS per occurrence:

- **Assignments (Written & Performance)** = Varies
- **Rehearsal Technique** = 10 points per report period (Based on Rubric)
- **Performances** = 50 to 100 points
- **Final Exam / Assessment Performance** = 100 points commensurate to adjudication results

Warren Township Grading Scale

A	93-100	C	73-76
A-	90-92	C-	70-72
B+	87-89	D+	67-69
B	83-86	D	63-66
B-	80-82	D-	60-62
C+	77-79	F	59 and Below

Gold Brigade Members will ADDITIONALLY be graded on the following events within the Assignment & Rehearsal Technique categories (based on rubric):

**This only applies to students that are not receiving PE Credit for their participation*

Daily Required Materials

- Various musical/performing materials will be provided by WCHS.
- Students provide instrument or may rent one of a limited number of school instruments per semester.
- Students/Parents are financially responsible for any damage or loss to loaned or rented items.
- Pencils and Folder.
- Additional materials as announced by directors (tuners, pick-up mic, Chromebook, accessories, etc.)

Grading Policy & Academic Plan – SYMPHONIC BAND – Semester 2 2019-2020

Curriculum Objectives or Course Outline

There are eight specific objectives for all band and dance performance courses listed as following:

- 1.) C.O.R.E. through a group endeavor.
- 2.) Mental and physical discipline.
- 3.) Professionalism, collaboration, and cooperation.
- 4.) Physical conditioning.
- 5.) Cultural growth through performance.
- 6.) Ability to make musical and aesthetic value judgments through critical listening; recognizing quality tone, pitch, style, tempo, rhythm, balance, blend, phrasing, dynamics, and articulation.
- 7.) Instrumental / Equipment technique and skill & Ensemble Awareness
- 8.) Creative self-expression.

How to Get an “A” in this class.

Students will meet ALL of the descriptors below:

- Begin class / rehearsal on time
- Attend ALL events (rehearsals and performances)
- Respect the leader on the podium
- Complete all playing and written assignments on-time
- Re-do assignments for a better grade when possible
- Responsibility: have all materials and know your part
- Focus: do your best when we rehearse as a group
- Participation: contribute to the team effort in a positive way. No interruptions, back-talk, or disrespect.
- Productivity: Do not waste time
- Follow rehearsal protocol: better yourself and others by following team procedures and traditions
- Leave on time and treat music and equipment properly by securely storing all items

Assessment / Evaluation Final Exam / Activity Grading Policy

Grading is a matter of earning and tallying points throughout a semester and by demonstrating individual growth and ensemble commitment. Each course has a required number of performances, rehearsals, and assignments. Students who complete the requirements will earn the appropriate amount of points commensurate to their level of completion and proficiency. All students must sufficiently participate in the “final exam assessment performance” to complete the course.

SYMPHONIC BAND

Points will be sorted into the following CATEGORIES:

- **Assignments** = 35%
- **Rehearsal Technique** = 35%
- **Performances** = 15%
Performances occur outside of the school day only
- **Final Exam / Assessment Performance** = 15%
May include a ISSMA Organizational, Graduation Ceremony, and/or other performance outside of the school day

Grade POINTS per occurrence:

- **Assignments (Written & Performance)** = Varies
- **Rehearsal Technique** = 10 points per report period (Based on Rubric)
- **Performances** = 50 to 100 points
- **Final Exam / Assessment Performance** = 100 points commensurate to adjudication results

Warren Township Grading Scale

A	93-100	C	73-76
A-	90-92	C-	70-72
B+	87-89	D+	67-69
B	83-86	D	63-66
B-	80-82	D-	60-62
C+	77-79	F	59 and Below

Gold Brigade Members will ADDITIONALLY be graded on the following events within the Assignment & Rehearsal Technique categories (based on rubric):

**This only applies to students that are not receiving PE Credit for their participation*

Daily Required Materials

- Various musical/performing materials will be provided by WCHS.
- Students provide instrument or may rent one of a limited number of school instruments per semester.
- Students/Parents are financially responsible for any damage or loss to loaned or rented items.
- Pencils and Folder.
- Additional materials as announced by directors (tuners, pick-up mic, Chromebook, accessories, etc.)

Grading Policy & Academic Plan – CONCERT BAND – Semester 2 2019-2020

Curriculum Objectives or Course Outline

There are eight specific objectives for all band and dance performance courses listed as following:

- 1.) C.O.R.E. through a group endeavor.
- 2.) Mental and physical discipline.
- 3.) Professionalism, collaboration, and cooperation.
- 4.) Physical conditioning.
- 5.) Cultural growth through performance.
- 6.) Ability to make musical and aesthetic value judgments through critical listening; recognizing quality tone, pitch, style, tempo, rhythm, balance, blend, phrasing, dynamics, and articulation.
- 7.) Instrumental / Equipment technique and skill & Ensemble Awareness
- 8.) Creative self-expression.

How to Get an “A” in this class.

Students will meet ALL of the descriptors below:

- Begin class / rehearsal on time
- Attend ALL events (rehearsals and performances)
- Respect the leader on the podium
- Complete all playing and written assignments on-time
- Re-do assignments for a better grade when possible
- Responsibility: have all materials and know your part
- Focus: do your best when we rehearse as a group
- Participation: contribute to the team effort in a positive way. No interruptions, back-talk, or disrespect.
- Productivity: Do not waste time
- Follow rehearsal protocol: better yourself and others by following team procedures and traditions
- Leave on time and treat music and equipment properly by securely storing all items

Assessment / Evaluation Final Exam / Activity Grading Policy

Grading is a matter of earning and tallying points throughout a semester and by demonstrating individual growth and ensemble commitment. Each course has a required number of performances, rehearsals, and assignments. Students who complete the requirements will earn the appropriate amount of points commensurate to their level of completion and proficiency. All students must sufficiently participate in the “final exam assessment performance” to complete the course.

CONCERT BAND

Points will be sorted into the following CATEGORIES:

- **Assignments** = 30%
- **Rehearsal Technique** = 40%
- **Performances** = 15%
Performances occur outside of the school day only
- **Final Exam / Assessment Performance** = 15%
May include a ISSMA Organizational, Graduation Ceremony, and/or other performance outside of the school day

Grade POINTS per occurrence:

- **Assignments (Written & Performance)** = Varies
- **Rehearsal Technique** = 10 points per report period (Based on Rubric)
- **Performances** = 50 to 100 points
- **Final Exam / Assessment Performance** = 100 points commensurate to adjudication results

Warren Township Grading Scale

A	93-100	C	73-76
A-	90-92	C-	70-72
B+	87-89	D+	67-69
B	83-86	D	63-66
B-	80-82	D-	60-62
C+	77-79	F	59 and Below

Gold Brigade Members will ADDITIONALLY be graded on the following events within the Assignment & Rehearsal Technique categories (based on rubric):

**This only applies to students that are not receiving PE Credit for their participation*

Daily Required Materials

- Various musical/performing materials will be provided by WCHS.
- Students provide instrument or may rent one of a limited number of school instruments per semester.
- Students/Parents are financially responsible for any damage or loss to loaned or rented items.
- Pencils and Folder.
- Additional materials as announced by directors (tuners, pick-up mic, Chromebook, accessories, etc.)

Grading Policy & Academic Plan – PERCUSSION & DANCE PERFORMANCE –

Semester 2 2019-2020

Curriculum Objectives or Course Outline

There are eight specific objectives for all band and dance performance courses listed as following:

- 1.) C.O.R.E. through a group endeavor.
- 2.) Mental and physical discipline.
- 3.) Professionalism, collaboration, and cooperation.
- 4.) Physical conditioning.
- 5.) Cultural growth through performance.
- 6.) Ability to make musical and aesthetic value judgments through critical listening; recognizing quality tone, pitch, style, tempo, rhythm, balance, blend, phrasing, dynamics, and articulation.
- 7.) Instrumental / Equipment technique and skill & Ensemble Awareness
- 8.) Creative self-expression.

How to Get an “A” in this class.

Students will meet ALL of the descriptors below:

- Begin class / rehearsal on time
- Attend ALL events (rehearsals and performances)
- Respect the leader on the podium
- Complete all playing and written assignments on-time
- Re-do assignments for a better grade when possible
- Responsibility: have all materials and know your part
- Focus: do your best when we rehearse as a group
- Participation: contribute to the team effort in a positive way. No interruptions, back-talk, or disrespect.
- Productivity: Do not waste time
- Follow rehearsal protocol: better yourself and others by following team procedures and traditions
- Leave on time and treat music and equipment properly by securely storing all items

Assessment / Evaluation Final Exam / Activity Grading Policy

Grading is a matter of earning and tallying points throughout a semester and by demonstrating individual growth and ensemble commitment. Each course has a required number of performances, rehearsals, and assignments. Students who complete the requirements will earn the appropriate amount of points commensurate to their level of completion and proficiency. All students must sufficiently participate in the “final exam assessment performance” to complete the course.

PERCUSSION & DANCE PERFORMANCE / GUARD

Points will be sorted into the following CATEGORIES:

- **Assignments** = 30%
- **Rehearsal Technique** = 35%
- **Performances** = 20%
Performances occur outside of the school day only
- **Final Exam / Assessment Performance** = 15%
May include a ISSMA Organizational, Graduation Ceremony, and/or other performance outside of the school day

Grade POINTS per occurrence:

- **Assignments (Written & Performance)** = Varies
- **Rehearsal Technique** = 10 points per report period (Based on Rubric)
- **Performances** = 50 to 100 points
- **Final Exam / Assessment Performance** = 100 points commensurate to adjudication results

Warren Township Grading Scale

A	93-100	C	73-76
A-	90-92	C-	70-72
B+	87-89	D+	67-69
B	83-86	D	63-66
B-	80-82	D-	60-62
C+	77-79	F	59 and Below

Gold Brigade Members will ADDITIONALLY be graded on the following events within the Assignment & Rehearsal Technique categories (based on rubric):

**This only applies to students that are not receiving PE Credit for their participation*

Daily Required Materials

- Various musical/performing materials will be provided by WCHS.
- Students provide instrument or may rent one of a limited number of school instruments per semester.
- Students/Parents are financially responsible for any damage or loss to loaned or rented items.
- Pencils and Folder.
- Additional materials as announced by directors (tuners, pick-up mic, Chromebook, accessories, etc.)

Grading Policy & Academic Plan – JAZZ ENSEMBLE – Semester 2 2019-2020

Curriculum Objectives or Course Outline

There are eight specific objectives for all band and dance performance courses listed as following:

- 1.) C.O.R.E. through a group endeavor.
- 2.) Mental and physical discipline.
- 3.) Professionalism, collaboration, and cooperation.
- 4.) Physical conditioning.
- 5.) Cultural growth through performance.
- 6.) Ability to make musical and aesthetic value judgments through critical listening; recognizing quality tone, pitch, style, tempo, rhythm, balance, blend, phrasing, dynamics, and articulation.
- 7.) Instrumental / Equipment technique and skill & Ensemble Awareness
- 8.) Creative self-expression.

How to Get an “A” in this class.

Students will meet ALL of the descriptors below:

- Begin class / rehearsal on time
- Attend ALL events (rehearsals and performances)
- Respect the leader on the podium
- Complete all playing and written assignments on-time
- Re-do assignments for a better grade when possible
- Responsibility: have all materials and know your part
- Focus: do your best when we rehearse as a group
- Participation: contribute to the team effort in a positive way. No interruptions, back-talk, or disrespect.
- Productivity: Do not waste time
- Follow rehearsal protocol: better yourself and others by following team procedures and traditions
- Leave on time and treat music and equipment properly by securely storing all items

Assessment / Evaluation Final Exam / Activity Grading Policy

Grading is a matter of earning and tallying points throughout a semester and by demonstrating individual growth and ensemble commitment. Each course has a required number of performances, rehearsals, and assignments. Students who complete the requirements will earn the appropriate amount of points commensurate to their level of completion and proficiency. All students must sufficiently participate in the “final exam assessment performance” to complete the course.

JAZZ ENSEMBLE

Points will be sorted into the following CATEGORIES:

- **Assignments** = 30%
- **Rehearsal Technique** = 40%
- **Performances** = 15%
Performances occur outside of the school day only
- **Final Exam / Assessment Performance** = 15%
May include a ISSMA Organizational, Graduation Ceremony, and/or other performance outside of the school day

Grade POINTS per occurrence:

- **Assignments (Written & Performance)** = Varies
- **Rehearsal Technique** = 10 points per report period (Based on Rubric)
- **Performances** = 50 to 100 points
- **Final Exam / Assessment Performance** = 100 points commensurate to adjudication results

Warren Township Grading Scale

A	93-100	C	73-76
A-	90-92	C-	70-72
B+	87-89	D+	67-69
B	83-86	D	63-66
B-	80-82	D-	60-62
C+	77-79	F	59 and Below

Gold Brigade Members will ADDITIONALLY be graded on the following events within the Assignment & Rehearsal Technique categories (based on rubric):

**This only applies to students that are not receiving PE Credit for their participation*

Daily Required Materials

- Various musical/performing materials will be provided by WCHS.
- Students provide instrument or may rent one of a limited number of school instruments per semester.
- Students/Parents are financially responsible for any damage or loss to loaned or rented items.
- Pencils and Folder.
- Additional materials as announced by directors (tuners, pick-up mic, Chromebook, accessories, etc.)

Classroom Responsibilities & Expectations

1. Students must be in the band room or instrument storage room when the 2nd bell rings. You will have 3 minutes after the 2nd bell rings to be in their seats with all items (instrument, music, pencil, etc.) and ready to play. Any student not meeting this expectation will be sent to the tardy room and receive NO credit for that day.
2. The dry erase board/chalk board should be read when entering the band room.
3. You are responsible for the folder, music, and folder slot that are assigned to you. Any lost or damaged items will be charged to the student.
4. Instrument lockers are provided for instruments and accessory storage only. Unlike student hall lockers, the band directors assign and will have access to band instrument lockers. Students will only keep band equipment in these lockers. Lockers will be checked and monitored throughout the school year. Students will be allowed to put books and personal belongings in their band locker during rehearsals only. Each locker will also have a lock provided. Lockers are to be kept locked at all times. Failure to keep lockers locked will result in losing locker privileges. A \$10.00 fee will be charged for lost padlocks.
5. You must have a pencil, your folder and music, and instrument in class every day. Your class preparation/professionalism grade will be lowered if you fail to have these items with you. It is impossible to participate in class without these items!
6. Be respectful of other people and their belongings.
7. Instruments are very valuable and should only be handled and played by you. Never touch or play anyone else's instrument. This includes percussion instruments of any kind.
8. Instruments are not to be played until the group warms-up together.
9. Candy, gum, food, or drinking of any beverage other than water is not permitted in the band room.

Student Hall Passes

THERE ARE NO HALL PASSES IN BAND. Band students already have an extra minute to report to band class (due to the WCHS bell system) PLUS 3 minutes of PREPARATION TIME. Passes will NOT be given as there is ample time for students to use the restroom and tend to personal matters. Students will not be allowed to use the restroom or arrive late to class. "Passes" can be issued by a band director if they determine that there is an emergency need for one. Students who are not in the classroom are not learning.

Concert and Extra Rehearsal Attendance Policy

The bands at Warren Central are performance-based classes, which make them co-curricular. This means that ensembles will meet during as well as outside of the school day. Students who are enrolled in band classes need to understand that **attendance is required at all performances and extra rehearsals**. Parents are to notify the director by phone or email as soon as they are aware that the student will not be able to attend a performance/competition. Check the full band calendar on the band website for all performances and extra rehearsals. Excused absences *may* be granted in the following circumstances if the Excused Absence Form (Page 21) AND official medical or legal documentation is completed and turned in 2 weeks prior to the event.

1. Student Illness: The director must have an email or phone call from the parent prior to the event if possible, or on the day the student returns to school; illness is not an excused absence when the student is present at school the day of and the day after a performance. Email or call your student's band director. **An alternative assignment (described below) must be followed and turned in to the director for credit.**
2. Death in the family or funeral: Phone call or email to the director is required as soon as possible.
3. Extreme emergency with approval from director/school administration: Phone call or email to the director is required.
4. Suspension: The director will contact the main office and administration to discuss the student's options.
5. Pre-Arranged absence from school: The director must be notified in advance of the band receiving their music for that particular concert (Normally 4-9 weeks). In this case, an alternative assignment will be given to students which will be due upon their return to school.

For all **excused concert absences**, an alternative assignment will be required. The due date for this assignment will always be **three (3)** school days after the student returns to school. A recorded performance by the student of all band music for that concert must be given to their director within 3 school days after the student's return to school or a grade of "0" will be awarded. Recordings will take be submitted through SmartMusic, Canvas, or an email to the directors.

For all **unexcused concert absences**, NO alternative assignment will be given. Any student not contacting the director about their absence will receive a "0" for their grade. Remember that work, babysitting, or stating only "family emergency" will fall in the category of an unexcused absence.

Students who cannot adhere to this policy may be removed from their respective ensemble. Emails or phone calls must be received prior to the concert whenever possible and no later than the next day the student is in school.

Even one student who is absent from a band concert/contest can adversely affect the performance. If there are any changes that need to be made to the band calendar, you will be notified immediately. Always check the event calendar on the WC Performing Arts Department website, as it is the most accurate. All students will receive a full year schedule during the first week of school that includes all extra rehearsals and performances taking place outside of the school day.

"Communication is the key to success!"

Uniforms and Performance Attire for Band Classes

Concert Attire is required for all band members. We are judged at contest on our appearance and professionalism. All students are required to wear the following items for your ensemble. Students who do not wear the complete attire will have points deducted from their concert grade. The Warren Central Bands have received numerous compliments for their attire looking like a professional ensemble. This is an important part of the ensemble's performance.

Gold Brigade Marching Band

Listed below on page 12.

Jazz Ensemble (Pd. 1)

Men

- Black Collared Shirt tucked into Pants
- Black Pants & Belt
- Black Dress Shoes (solid color)
- Black Socks

Women

- Black Blouse/dress shirt or Dress
- Black Pants or Skirt
- Black Dress shoes (solid color)

Concert Band (Pd. 2) & Symphonic Band (Pd. 3) & Honors Band (Pd. 5 – Semester 1)

Men

- Black Collared Shirt tucked into Pants
- Black Pants & Belt
- Black Dress Shoes (solid color)
- Black Socks

Women

- Black Blouse/dress shirt or Dress
- Black Pants or Skirt
- Black Dress shoes (solid color)

Honors Band (Pd. 5 – Semester 2)

Males

Tuxes will be issued to all males in the Honors Band, consisting of a black tux jacket, pants, bow tie, and cummerbund. Male students are required to provide a white tux shirt, black dress socks, & black dress shoes. The tux shirt order will be made as a group and students will be given more details before the purchase.

Females

Black Formal Dresses and jewelry will be issued to all female band members to wear for many performances. Female students will be required to provide black shoes.

Professional Attire **DOES NOT** include:

- Jeans, Shorts, or Short Skirts
- Tennis shoes or Sandals
- T-Shirts (or print shirts) or Sweatshirts/Hoodies
- Any infraction of the Warren Central High School Dress Code

Judgments on appropriateness of concert dress will be made by the band directors. Students failing to meet any of the criteria described above may be denied their privilege to perform. Students that do not perform will automatically receive an "F" for that concert's grade.

Instruments, Band Lockers, and Music

Instruments: Students are to keep their instruments in their assigned band locker during school hours. The students should have their name on their case and you should record the instrument's serial number. Students are to only play/handle their own instrument. Also, due to the number of students in the band room at any given time, all students are to keep their instrument case and all other items on the steps of the band room during class. Students are not permitted to keep their case or bags at their seat, per Fire Marshall expectations. Students who do not adhere to this rule will receive an automatic grade deduction under the participation or preparation category. Everything not used for band during class must remain in the student's backpack.

Band Lockers: All instruments and cases are to be placed in the locker when not in use. Students who do not correctly place their instrument in its case, set it on the shelf or close the case completely, will have their locker taken away for an extended period of time. Any student who plays a school owned instrument must use their assigned locker at all times or they will not be allowed to continue using the school owned instrument. All lockers will include a school-owned pad lock that is to be locked at all times when not in class. Students are not permitted to use their own lock for their band locker.

Music: All students are provided warm-up books and sheet music for performing at concerts/contests and for practice. There is no charge for the first copy. If the music is lost or destroyed, additional copies are \$1.00 per piece (original parts and warm-up books will cost more). This is to instill a sense of discipline and responsibility into each student. The director may not always have time to go to the music library, retrieve the part, and then copy lost music. Remember, ALL students must have ALL of their music daily. The procedure for obtaining a replacement copy of lost music is as follows:

- Email a director if a new copy is needed.
- Pay \$5.00 per lost piece. No replacement parts will be given out until the fee is paid to the director.
- Pick up the new copy when it is ready from the director—new copies may take a few days to obtain.

Each student will receive a music folder and folder slot in the band room. All folders and music are expected to be put into the correct folder slot with the label facing out when class is finished. At no time should a student keep their music in their band locker. Students moving or taking music from a slot that is not assigned to them will receive a referral.

School Owned Instruments

The school does own a small amount of instrument inventory. All students are encouraged to rent through Paige's Music store. Rentals from Paige's will include FREE repair and many other great benefits for your student. If renting through Paige's Music is not feasible, please contact your director to discuss any other options that might be available. PLEASE DO NOT LET FINANCES INHIBIT YOUR STUDENT PLAYING IN BAND. The rental cost to students is \$35.00 per year and can be paid in cash or a check/money order made out to **Warren Central High School**. Students and parents must complete and return a white school rental agreement form to the director. The instruments will be inspected and issued in good playing condition. Any damages incurred while the instrument is in the possession of the student will be billed directly to the parents of the student. A payment plan may be set up by an adult if a director is contacted. If payment cannot be made on time, arrangements MUST be made with the director prior to the due date either by phone, email, or written note.

Repairs and Accessories

Paige's Music Store sends a road man one-day each week to deliver pre-paid orders and to pick up and return instruments for repair. If you are renting your instrument from Paige's it is still under warranty and most of the repairs will be made free of charge; otherwise a bill will be sent to you. If you need a repair or an accessory, please call Paige's Music and place an order for a loaner instrument and or an accessory.

Parents are **NEVER** to take a Warren Central owned instrument to any music store to be repaired. The directors will take care of that and secure a loaner. Please contact the directors directly if your school owned instrument is not working properly.

Steps to Take To Have Your Band Instrument Repaired:

1. Take it to the Music Store Yourself, obtain a loaner, pick up when ready
2. Call the store in advance and arrange for pick up at school AND Delivery of a loaner instrument.
3. Fill out a repair tag and leave instrument (minus mouthpiece, reeds, and supplies) in the front of the room. Students will be informed which day of the week pick up will occur for the entire year.

Paige's Music: 317.842.2102 5282 E. 65th Street, Indianapolis, IN 46220

Woodwind players should always have a minimum of 3 working reeds (2 for double reed players) at a time and rotate them each day for the best sound possible. The band will have reeds to purchase before or after their class and students should see a director to purchase. Reed prices are as follows:

Clarinet & Alto Sax: \$2.00 Bass Clarinet, Contra Clarinet, Tenor Sax, Bari Sax: \$3.00

Oboe: \$10.00 Bassoon: \$15.00

Private Lessons

Private lessons are very important to the success that each student can have on their instrument and they are very important to the success of the bands. Students are strongly encouraged to take private lessons with a master teacher on their instrument. The opportunity for students to have one on one instructions makes the student more successful in a shorter period of time. Private lessons will come an additional cost but show to be very beneficial in numerous ways. Please contact the band office if your student is interested in enrolling in private lessons.

Student Chromebooks, SmartMusic, & Canvas

All Warren Central students are given a Chromebook through the township for their classes. Majority of the time they are not used in band. However, the directors will give students advanced notice when they will be needed for class. All Chromebook must stay with each student's items and not at their seat. Students will use their Chromebook to access a music program called SmartMusic. This is online software that includes the music from each band class in order to have more successful practice time. Each student will have an email for set-up and a log-on password to access their account. This assessment will be tied to the student's grade. Canvas is a school-district provided platform for communication, performance assignments, and digital/media assignments. *PARENTS SHOULD CHECK THEIR STUDENTS CHROMEBOOKS, TYLER & CANVAS OFTEN.*

Parent/Guardian Information

As parents/guardians involved with the Warren Central Bands, we want you to be an active participant in your student's band life. This can be as simple as attending performances in the Warren Performing Arts Center (PAC) or as complex as helping build and move props for the marching band. Contact your student's director for ways to be involved and help. To help keep your student's time in the band program successful, we ask that you understand and respect the procedures that are enforced.

1. When picking up your students from Door 36 (south side of high school off 16th Street), please wait in a parking spot and allow the student to come to you. Do not park by the sidewalk as it blocks traffic flow.
2. All rehearsals for the bands, especially the Gold Brigade, are CLOSED to the public. This helps the students and staff stay focused on creating the best possible performance level possible. We invite you to attend the last 15 minutes on Thursdays and watch the run-throughs that take place to support the group.
3. Keep an eye on your student's grade. All students have access to the Tyler gradebook and should be able to view their grade at all times. If your student is receiving a grade lower than a B- in any category, I would encourage you to contact their director to get insight on how to help your student's grade improve.
4. Enforce a strict practice time at home each week. Students are expected to take their instruments home at least 2-3 times per week plus weekends in order to stay in shape.
5. Encourage your student to participate in Honor Bands, Solo & Ensembles, and other performance opportunities outside of the school day. This will help your student's musical education grow in a tremendous way.
6. Check to make sure their instrument does not need to be repaired, and if it does, please make sure you follow the procedures in the handbook.
7. Add your contact information to the requested page 23 to receive up-to-date news and information regarding the Warren Central Bands.
8. Make sure your student has brought home an itinerary for each performance 5-8 days prior to the event. Make your student responsible and accountable for bringing information home to you. Each student will receive a hard copy in class in addition to an emailed/shared electronic file.
9. Visit the band website for more information, calendar, and news from the Performing Arts Department. A 2019 – 2020 school year performance calendar will be given out during the first week of school. Please take note of your student's required events.
10. We are always in need of volunteer help for performances and events and look for donations of snacks and your time to help keep the program running. Please check your emails for ways to help the program.

There is limited prep time each day to repair instruments, copy music, make phone calls, respond to emails, enter computer grades and attendance, arrange the band room for the next class, fill out entries for contest, and order new equipment and music, just to name a few tasks. You can help by keeping this handbook and refer to it when you have a question. Your student should also be able to answer most questions. If you keep this handbook, regularly check your student's grades, make sure your student is practicing on a regular basis, visit our performing arts department web site, ask your child for itineraries one week prior to all performances, and stay involved, your child will have success in band.

"Tell me and I forget, teach me and I may remember, involve me and I will learn."

-Benjamin Franklin

Practice Suggestions

All band students are required to maintain a regular practice schedule in order to be successful. How much a student practices depends on how good they desire to be. Remember, each student's goals for band should include being able to play their respective ensemble's warm-ups and music at 100% accuracy.

1. Band members should take their instrument home a minimum of 3 times a week including weekends.
2. Band members should warm up correctly. This time is usually 1/5 of the total practice time. Warm up includes long tones, lip slurs, scales and breathing exercises. It also includes rudiments and hand-to-hand exercises for the percussion.
3. Students should also work from their warm-up book as well as sheet music given to them by the director.
4. Consistent practice time is a must. This time should be uninterrupted, concentrated practice time set aside at approximately the same time every day. The practice area should be free of all distractions. Students must constantly practice in order to not only maintain, but also improve their skill level.

Warren Performing Arts Association (WPAA)

The WPAA is an organization that helps fund and sponsor the programs in the department. There are occasional meetings that take place throughout the school year, primarily during the marching season, to help with details of upcoming events. Unlike other parent organizations, this group functions mainly with volunteer help when needed rather than elected positions. We are always looking for people to help with events throughout the entire school year from Marching Band contests to hosting the WGI Regional to chaperon help for concerts. The directors greatly appreciate any time and donations that you are able to give. Please read emails sent out for items that are needed for the students in addition to any help that you can give.

Tri-M Honor Society, Honor Bands, and ISSMA Solo & Ensemble Contest

The Tri-M Music Honor Society® is a program of NAFME (National Alliance for Music Education) which focuses on creating future leaders in music education and music advocacy. Tri-M® is the only national honor society for student musicians in grades 6-12. The Warren Central Performing Arts Department will be a sponsor chapter this year and will get information on how to join to interested students. There will be numerous benefits to membership in this association and looks great on a college resume. Invitation will be given to students in Honors Band and Jazz Ensemble.

During the school year students are encouraged to audition for honor bands taking place around the state. Opportunities to perform in the Indiana Bandmasters Association (IBA) All-Region and All-District groups, Ball State University and DePauw University ensembles, and the IBA Jr. All-State and All-State Honor Bands are great ways to improve playing. Students will be notified of all application and audition dates for these events. Please contact your student's director for ways to get involved with these groups.

Solo and Ensemble Contest is an event that takes place in January and February at a school outside of Warren Township. Band students are encouraged to take a solo or an ensemble to contest. Performers in this event will be awarded a Gold, Silver, Bronze, or Participation based off how they play. If asked, we will try to provide a list of people that may be available to be piano accompanists for soloists. The director will help select music for the students. Ensembles are voluntary and must be entered in approved ISSMA categories of approved instrument combinations. Most ensemble rehearsals will take place after or before school. Last year's costs for this contest were \$15.00 per soloist and \$7.00 per ensemble member. Parents and students will receive more information as the registration deadline nears.

Pep Band

The Warren Central Pep Band is a very important part of student life at WCHS. The Pep Band is directed by WCHS Band Directors and performs at most home girls' and boys' basketball games. The group is part of students' scheduled band class. All students are already a member by enrolling in any of the band classes at WCHS.

This group performs from late November until mid-March, depending on the caliber of the basketball program on any given year. In 2018, the WCHS Pep Band was honored to play for the boys and girls State Champion games, in the Indiana State Boys & Girls Championships at Banker's Life Fieldhouse!

Here is what you need to know about the WCHS Pep Band:

*All Band students are divided into 2 Pep Band units (A & B), so you are not obligated to play at every home game, and therefore have more free time.

*Each Pep Band performance is worth 75 (rehearsal and performance) points. You may earn a total of 25 additional points for playing at additional games. You must participate for the entire game, as no partial credit will be given.

*You are obligated to arrange for a substitute if you cannot fulfill your responsibility. Substitutions must be IN WRITING (or email) and approved by the directors prior to the event.

*Our purpose is to provide music and to boost school spirit. We will have a lot of fun and at the same time set good examples of citizenship and support.

*Rehearsal begins in the band room at 6:30PM prior to each game (unless otherwise noted).

PEP BAND RULES

Be on time! (10 pt. loss for tardiness)

Do not trade instruments or place flute/clarinet on the "lip" of music stand

No visitors in stands

Stay in assigned section

Do not leave stands without director permission.

You may have a 10-minute (standard time; not game time) break at the end of half-time. WCHS IS NOT responsible for instrument repair, YOU ARE responsible.

Back in assigned section after 10-minute break (25 pt. loss if not adhered to)

No food, candy or drinks in the stands

No headphones or earbuds

Return music stands, instruments, and equipment at the conclusion of the game OR YOU FORFEIT your next 10-minute break

Gold Brigade Marching Band & Color Guard Membership Details

Marching Band members will be issued a uniform consisting of a shako, jacket, bib pants, undershirts, and accessories. Band members must purchase black marching shoes as a first year member or if they need new shoes for any reason. This is a requirement as a member of the Gold Brigade as we must look uniform. Students are required to supply plain black calf-length socks and under uniform consisting of a black t-shirt and athletic/compression shorts. Color Guard members will be issued a uniform and accessories for the fall show which will vary from year to year, marching shoes and gloves. All members of the Gold Brigade are expected to be in attendance for ALL rehearsals, football games, and contests. Students are required to stay with the ensemble for the full duration of the schedule and may not leave unless a parent/guardian has communicated in writing with a director ahead of time. A sample schedule for both a Friday football game and Saturday contest are included on Page 17 in this handbook.

Wind and Percussion students in the Gold Brigade will wear an "Under Uniform" for all performances. This will consist of a provided compression/under shirt OR a Black Show T-Shirt (supplied at the beginning of the season), and black compression shorts. Students will be instructed when and how to properly remove their marching uniform. In times when students are not wearing their shako hat during a transit, it should be held upright in their right hand with the brim gripped with the fingers.

Before each performance, a Uniform Inspection will be held for a final and complete check of each student. Any student not meeting the expectation will be asked to make the necessary changes. Individuals with hair that touches the collar of the jacket will be expected to put it up in the shako hat. All faces should be clean shaven or neatly groomed for all performances.

Students may earn 1 Physical Education (PE Class) credit for their involvement in the marching band. To acquire this credit, a student must have good attendance, perform at their best, and complete the full season. This only will happen 1 time and the students are required to take a semester of a PE class for the other credit.

Involvement in the marching band does require a monetary side. All students have an account through My Music Office (MMO) where you can see the student's fee amount. Visit www.mymusicoffice.com, log-in and find the Financial Information box to make a payment (See Page 25 for more information). Payments can be made through this program using a credit/debit card. You may also send a payment to the P.O. Box (listed on the front page) for the Warren Performing Arts Association (WPAA). All checks and money orders should be made out to the WPAA. All returned checks will be charged a \$35.00 fee. Any unpaid monthly fees will be given a late-fee and any fee not paid will be sent to collections. Please contact the Student Fees Treasure for any questions regarding your student's fee amount by emailing studentfees@wcperformingarts.com.

There are always fundraisers going on to help offset costs of the marching season. Please contact a director for more information.

Letter Jackets are available to be purchased by members of the Gold Brigade once they have committed to being in the ensemble. This is an optional purchase available to you at the beginning of the fall semester. You are not eligible to purchase jacket if you are not current on your membership fees. Handouts and emails regarding this information will be sent to all students in August.

Gold Brigade Marching Band & Guard Attendance Policy

All rehearsals and performances for the Gold Brigade are MANDATORY for all members.

All students are expected to arrive 15-30 minutes early so that rehearsals can begin ON TIME. For instance, a Tuesday night rehearsal from 6-9pm means arrive at 5:45pm. A rehearsal in the stadium means to arrive 30 minutes before rehearsal begins!

Students who accumulate any unexcused absences or excessive excused absences (three or more per season) are subject to the following consequences or punishments:

- Additional practice time and assignments
- Grade penalties
- Removal from performances or change in spot/performance responsibilities
- Loss of 3rd quarter breaks at football games
- Loss of privileges to participate in team social activities or team trips
- Loss of jacket letter and years-of-membership awards
- Removal from the Gold Brigade with no refund of fees

Excused absences may be granted in the event of:

- Illness with a doctor's note AND parent-director contact
- Death in family
- Schedule conflict with another Warren Central High School activity
- Emergency circumstances and other excuses pre-approved by a director

Excused absences *may* be granted if a PARENT contacts a band director BEFORE the start of the rehearsal.

- A phone call or text to another student or staff member is NOT an excused absence.
- Absence from school does not automatically count as an excused absence
- There are no excused absences from competitions.
- "Family emergency" cannot count as an excused absence unless details are provided to a director.

Unexcused absences include:

- No call / No show
- Job or babysitting
- Tardies
- Any absence that is not "excused" based on the criteria above
- Any "excused" absence that is not made-up through individual practice or an assignment

Gold Brigade Band & Guard Grades for Classes & PE Credit

Grades for Band/Guard Classes:

See your class syllabus for exact points/weight
Starting the first day of school, based on rubric

- 0 Unexcused absences = A
- 1 Unexcused absence = B
- 2 Unexcused absences = C
- 3 Unexcused absences = D
- 4+ unexceed absences = F

Grades for Physical Education Credit:

Students may elect to take 1 PE credit in Gold Brigade
JUNE thru NOVEMBER, based on rubric

- 0-4 hours missing = A
- 5-9 hours missing = B
- 10-14 hours missing = C
- 15-19 hours missing = D
- 20+ hours missing = F

Gold Brigade Marching Band & Guard

Woodwind, Brass, & Percussion Member Uniform Guidelines

SHORTS & SHIRTS

Compression shorts, biking shorts, boxer briefs, or brief underwear must be worn with a **BLACK TIGHT-FITTING** shirt under the uniform.

NO GYM SHORTS, NO BOXER SHORTS, and NO BAGGY CLOTHING may be worn under the uniform. A marching band show shirt is provided each year – please do not cut this shirt!

Cotton items may be worn under the uniform. UnderArmour or compression-style clothing is preferred.

SOCKS & SHOES

BLACK CREW LENGTH socks are always required. No half-socks or footies are permitted. Shoes were ordered through the Warren Performing Arts Association and you will be notified when they arrive. The replacement cost is usually around \$40.00.

MAKE-UP, JEWELRY, & GROOMING

No make-up of any type may be worn when in uniform; this includes lipstick and nail polish. Clear Chap-Stick is acceptable.

No jewelry (both male and female), including watches, earrings, rings, and necklaces. If for some reason the jewelry cannot be removed, then please see a director or chaperone.

Men should be clean-shaven or have a full mustache, goatee, or beard. No five-o'clock shadow is allowed.

GLOVES

When used, band gloves are distributed through the WCHS Band. Each student is given 2 pairs of gloves per season. You may make your purchase additional gloves from a WPAA member or band director before rehearsals or performances (\$4 per pair).

HAIR

Hair (both male and female) must be tucked up into the band hats and off the uniform collars. NO FLY AWAYS! Use hair gel, bobby pins, or a wave cap to keep your hair neat and under control. This is usually the most neglected responsibility of a band member.

ONLY solid black bandanas or headbands are permitted IF they are completely covered by your hat.

The visor of your hat should come down to just below eyebrow. The hat should not rest on your ears. If you feel your hat does not fit properly, the please see a uniform volunteer. Hats must be kept in the cubical assigned to you. Plumes will be handed out when you pick up your uniform or before the contest.

UNIFORM CARE

After wearing your uniform, always re-hang it on the hanger and alphabetized rack properly. Ask a uniform volunteer or veteran member if you need help. NEVER take your uniform home or attempt to alter it in any way.

***YOUR PROFESSIONALISM GRADE IS PARTIALLY BASED ON YOUR ADHERENCE TO THESE GUIDELINES

Color Guard Member Uniform Guidelines

MAKE-UP & HAIR

Make-up is restricted to foundation/base, black eyeliner, blush, and basic eye shadow.
NO COLOR NAIL POLISH IS ALLOWED!

Hair is to be pulled back into a sock-bun with your provided hair-tie according to the director's specifications. *Bring a brush, gel, hairspray, and bobby pins.*

Make-up and hair should be done prior to putting on your uniform. Once you are dressed in your uniform you are not to apply make-up or hairspray. Please do not wear heavy lotions or body oils as they can stain the uniforms. Do not spray perfumes, colognes or body sprays onto your uniform.

JEWELRY

No jewelry, including watches, rings, belly-rings and necklaces will be permitted. Earring use will be determined by the director. All jewelry must be removed before dressing in your uniform and remain off until you return from performing and are dressed in your street clothes. If for some reason the jewelry cannot be removed, then please see a parent chaperone.

UNDERGARMENTS

Proper undergarments are to be worn under your uniform. They should be plain – no prints of any kind – and they should be either nude or natural in color (natural colors are tans and blacks):

- Be prepared with the proper undergarments.
 - Seamless underwear (briefs or “granny panties” are best –no thongs or bikini style underwear). These are available for purchase at Target, Kohl's, or WalMart.
 - Bra/Sports-Bra that is natural color (tan, white, black) with no prints/patterns.
 - BLACK socks
 - Spanx or Body Shaper undergarments ARE REQUIRED FOR ALL MEMBERS
 - Bag or back pack with the following items: hair products, make-up, feminine hygiene, change of undergarments

SHOES & GLOVES

The shoes selected by directors each season are to be worn with your uniform for every performance. As you have possession of your shoes, you are responsible for having them for every performance. Avoid wearing your shoes on concrete or other hard surfaces when possible.

As your gloves are part of your uniform and equipment, they are to be worn for every performance. If you do not have your gloves, you will have to purchase a new pair from Mr. Meckes for \$20.

UNIFORM CARE

When dressing or changing back into your street clothes, uniforms are not to be placed on the floor. Once you are dressed in your uniform, you are to return your hanger to the rack, do not leave it in your locker, on the floor or in the restroom.

While in uniform, please remember that this material snags very easily. With this in mind, when carrying bags, equipment, etc. be aware of any protruding or rough edges that could potentially snag your uniform. While on the bus keep bags and purses away from your uniform.

After wearing your uniform, you are to re-hang it on the hanger with your name. Neatly hang the skirt using the clips on the hanger, hanging from the waistband. You should place your uniform once it is on the hanger back onto the uniform rack unless direction is given otherwise by one of the directors or chaperones. If you are unsure how to properly re-hang your uniform, then please see a parent volunteer.

*****YOUR PROFESSIONALISM GRADE IS BASED ON YOUR ADHERENCE TO THESE GUIDELINES**

Warren Central Gold Brigade Band & Guard Sample Contest Itinerary

8:00am	Rehearsal Begins on Lot #4 – Do Not Be Late!
11:00	Run-Through with Parents and Volunteers
11:45	Rehearsal Ends / Load Truck
12:15pm	Eat Lunch (which you provide)
1:00	Change into uniform
1:30	Board Bus and sit in assigned seat
1:45	Depart from Door #36
2:30	Arrive at Brownsburg High School
3:50	Transit to Warm-up
5:00	Field Crew ready at stadium entrance
5:15	GOLD BRIGADE PERFORM
5:35	Load Truck
5:45	Scholastic A Class Awards (Drum Majors Only)
6:30	Leave
7:15	Arrive at Door #36
7:45pm	Empty Truck & Go Home (Everyone helps!)

Warren Central Gold Brigade Band & Guard Sample Football Game Itinerary

2:45pm	Rehearsal begins on the Band Lot; then proceed outside
5:15pm	Rehearsal ends - Dinner (provided by WCHS Cafeteria)
5:45pm	Dress into uniform (uniform for the Sept. 9 game will be announced on Wednesday)
6:15pm	Assemble at WPAC drive
6:20pm	March to the stadium
6:50pm	Alma Mater, National Anthem and Tunnel
2nd Quarter – Warm-up behind stadium	
8:15pm	Approximate start of Halftime
<i>***Homecoming Court Show (Color Guard Only) Band should line-up on back sideline while guard on field</i>	
<i>***Gold Brigade Perform Movement 2 & 3 of show after Homecoming King/Queen is announced</i>	
3rd Qtr. Possible Break Time	
<i>***Only water may be purchased during breaks. No Food. All students must return to seats before 2:00 minutes remains on the 3rd Quarter clock</i>	
TBA Dismissal (all students will be dismissed together from the band room) approximate dismissal time is 9:30pm	

WARREN CENTRAL PERFORMING ARTS DEPARTMENT

STUDENT AFTER-SCHOOL EVENT POLICY

All Warren Performing Arts students are required to leave the building within 20 minutes of the scheduled ending of all rehearsals, performances, or events with the Warren Central Band, Orchestra, Choir, or Theater programs. This means that all students must be outdoors and may not re-enter the building without a teacher escort.

Non-performing arts students are not permitted to loiter or wait by Door #36 or other Performing Arts Center areas. Only students listed on an official Performing Arts Department Roster may be present in the Performing Arts Center area during school sponsored events. ALL students will be asked by a staff member or administrator to verify their name, class, and activity. Students may be asked to show their ID or to leave the building. Students who do not comply with staff directions will be issued a discipline referral and may lose their privilege to attend after-school events.

BEFORE EVENTS: Students may not arrive more than 30 minutes before a scheduled rehearsal, performance, or other event. Students arriving more than 30 minutes before their scheduled time are required to wait outdoors or be escorted to a performing arts classroom by an instructor.

FAQs

What if the weather is hot/cold/rainy/snowy?

Wait just outside Door #36 underneath the overhang - but remain outdoors. You are not permitted to be indoors for more than 20 minutes after your event ends unless a teacher is present next to you. This policy applies ALL YEAR and under ALL CONDITIONS. Your ride home needs to understand this policy too.

What if I have another activity or event to attend afterwards?

Go to the teacher/sponsor of that other activity and wait with them inside *their* room. You are not permitted to be in the hallway more than 20 minutes after your performing arts activity ends. If the teacher/sponsor of the second activity you are attending is not present, then you need to wait outdoors or make arrangements for a ride to pick you up and bring you back later.

What if my rehearsal doesn't start until later? Like at 6:00pm?

Go home and come back later. You are not allowed to arrive at events more than 30 minutes early without teacher permission for each occurrence. You may not be in the building early unless you have parent permission, teacher permission, and are supervised by a teacher INSIDE a classroom. Warren Central High School rules say that you must be with a teacher/sponsor by 3:00pm daily. If you are not in a 3:00pm activity, then you should have already left the building.

What if I am in the cafeteria eating at 2:45pm?

That food is for students who stay after-school for an activity or to eat and then get picked up. Get your food, eat it in the cafeteria, and then attend your after-school activity or leave the building. Food is not permitted in any Performing Arts Department classroom or in the Warren Performing Arts Center.

What if I need to practice on my own or with a classmate and my teacher cannot stay to supervise?

That is not permitted. Please go practice at home or make arrangements to practice during a supervised time.

What if I am staying after school for extra help with a teacher...not a rehearsal or performance?

The same rule applies for you. You have 20 minutes after your work with your teacher finishes to be outdoors and picked up by your ride.

What if I do not know what time my event ends?

All events are given at least an approximate ending time. You have 20 minutes from when your teacher dismisses you to get outdoors and be picked up by whoever provides your ride. Use your cell phone or ask to use a classroom phone to make arrangements.

Warren Central High School Performing Arts Department Academic Plan for Competitive Co-Curricular Activities

The Performing Arts Department Academic Plan has been prepared to assist students who are in academic trouble. In order to be eligible for participation in competitive Performing Arts Department ensembles, Warren Central High School will require students to pass 5 credit classes the preceding grading period. Any student failing one or more classes the preceding grading period and/or falling below a 2.0 GPA will be required to attend two (2) tutoring sessions per week. The following examples are the only times allowed for academic tutoring. These are:

- Attend a supervised tutoring or study session with a teacher, instructional assistant or an approved tutor.
- Attend a tutoring or study session that is approved by the Performing Arts Department Chair.

Each ensemble director of a failing student will be responsible for informing the student that they must attend tutoring sessions. In all instances the student must verify their attendance using the Warren Central High School tutoring session verification form. Completed verification forms are to be monitored by the ensemble's director.

- 1) The student is required to attend a tutoring session at least two different days per week for nine (9) weeks. This time period represents the remaining time in the grading period. If they are passing all classes at the end of the grading period, the student is no longer required to attend tutoring sessions but may continue on a voluntary basis. If the student is not passing all classes they will continue tutoring sessions for the remainder of the ensemble's competitive season. The student can participate in performing arts contests as long as they maintain weekly tutoring session's minimum standards.
- 2) A student failing one or more classes or falling below a 2.0 GPA and failing to or refusing to participate in the tutoring program will remain ineligible to participate in any contest. The student may practice but not compete during this period.
- 3) If a student fails to pass five classes, they are ineligible to participate in a contest until the next mid-quarter or quarter grade report. The failing student may not participate in a contest until eligibility has been established by passing at least five credit classes.

Performing Arts eligibility or ineligibility as determined by course grades and GPA is in effect for eight continuous semesters and carries over from one semester to the next.

- Eligibility or ineligibility applies to **extra-curricular competitive performing arts ensembles only** as determined by the Performing Arts Department Chair. Performing Arts Department students are required to complete all curricular course requirements, ISSMA Organizational events, and concerts/festivals outside of the school day regardless of grade requirement.
- Academically ineligible students may continue to practice with the team IF determined by the ensemble director.
- Academically ineligible students earning eligibility after the start of the ensemble's season may only obtain membership with the consent of the ensemble's director and the Performing Arts Department Chair.
- The student must be on time and must bring school-related work to tutoring sessions. If a student is late, they are not given credit for the tutoring session, and obviously this will not count as one of the two required each week.
- Required academic sessions carry-over from one ensemble season to another until the student report card carries no 'F's' or is above a 2.0.
- Students remain ineligible until they attend two sessions per week.
- Contest eligibility or ineligibility from tutoring session attendance is determined by 7:30am on Friday mornings. Students are declared eligible or ineligible by this deadline.
- Tutoring session requirements begin the Monday after grades are issued to students. The Performing Arts Department will provide tutoring session verification forms.
- Tutoring sessions must be led by a teacher, instructional assistant or certified tutor approved by the Performing Arts Department Chair.
- If a student has an excused absence from school, it does not exempt him/her from tutoring sessions. They are still expected to meet the minimum requirement of two sessions per week. The Performing Arts Department Chair will carefully review each situation and make the final eligibility determination.
- Students may NOT attend more than 1 session per day.
- Students may NOT complete a tutoring session with any member of their ensemble's staff.

Managing Scheduling Conflicts Between Performing Arts and Athletics

The Performing Arts Department and the Department of Athletics have established policies in a cooperative venture to help students, ensembles, and teams to manage scheduling conflicts. Both departments firmly believe that we exist to serve students' needs and provide meaningful and memorable experiences for them. Therefore, we believe in cooperating with each other in terms of solving practice and performance conflicts so that students may experience as many activities as possible with as little conflict as possible.

Student and Parent Responsibilities:

- Students and Parents are required to exchange practice and competition schedules and dates with BOTH their performing arts teacher and their athletic coach BEFORE the start of their season.
- Inform and communicate with coaches or teachers immediately upon recognition of conflict.
- Students and parents must understand that there are certain expectations placed on them by their choices. If the student feels they cannot meet both sets of expectations, they may have to make a decision as to which activity they wish to continue with.
- Students are NOT to interpret procedures and schedules. That is a responsibility of the teachers and coaches

It must be recognized by all parties that students need to learn to organize and prioritize activities and responsibilities in their lives. They need to be part of the decision process as to what they want to do.

Performing Arts Teacher and Athletics Coach Responsibilities:

- Teachers and Coaches will check with their students and team to identify those who will have conflicts between activities.
- Teachers and Coaches will exchange practice and competition schedules and dates.
- Leave nothing to question and make sure all facts are presented. Do not let the student interpret. Work together so that all parties will know exactly what needs to be decided.
- Teachers and Coaches must explain to their students that there are certain expectations placed on them by their choices. If the student feels they cannot meet both sets of expectations, they may have to make a decision as to which activity they wish to continue with.

Standard Procedures:

- Practice Conflicts: Alternate or split time in cases of a practice conflict.
- Competition / Performance Conflicts: As a general rule, competitions take priority over practice. If there are conflicts between competitions, the student chooses one course and the next time they are to attend the activity not chosen the first time. In the event of a single conflict, then the Teacher and Coach will collaborate as necessary.
- These "Standard Procedures" can be altered as necessary for the best interest of the ensemble or team based on a collaborative agreement of the Teacher and Coach.
- Failing to meet any requirement will subject the student to any ensemble or team penalties.

Warren Central Band and Guard

Request for Excuse or Absence

Student Name: _____
(Please Print Clearly) Last Name First Name Instrument

Parent/Guardian Name: _____
(Please Print Clearly) Last Name First Name

Request for Excuse: ABSENCE TARDINESS/LATE ARRIVAL LEAVING EARLY
(Circle one of the options)

From Which Activity: (Band Rehearsal, Football Game, etc.) _____

Date To Be Excused: (Month / Day / Year) _____

Date Turned In: (Month / Day / Year) _____

Did you Leave a Phone Voicemail/Email to Band Directors: YES NO
(Circle one of the options)

Student Signature: _____

Parent/Guardian Signature: _____

Phone Number: _____

Reason: (Please be specific, as vagueness may cause an unexcused absence; one word reasons will not be enough.)

Approved / Disapproved
(Directors Will Decide)

This form requires a Parent/Guardian's signature for validation and must be delivered to their director's office. The mere act of submitting this form does NOT necessarily mean your absence will be approved. Forms should be turned in PRIOR to any Absence, Tardiness, or Early Leave, and should be accompanied with a note from a Parent, Physician, Supervisor, Etc. whenever possible. Please contact Ms. Gervasio with any questions regarding attendance.

Office Phone: 317.532.6200 Ext: 4693 **Email:** emeckes@warren.k12.in.us

Warren Central Band Handbook Signature Form 2019 – 2020

ALL STUDENTS ARE TO READ THROUGH THE HANDBOOK WITH A PARENT/GUARDIAN, THEN SIGN, REMOVE, AND RETURN THIS FORM

(DUE Friday, August 10th for First Student Grade)

Please check ALL the performance ensembles in which the student is a part.

Jazz Ensemble (Pd. 1) _____ Concert Band (Pd. 2) _____ Symphonic Band (Pd. 3) _____

Honors Band (Pd. 5) _____ Percussion (Pd. 7) _____

Color Guard (Pd. 7) _____ Gold Brigade Marching Band _____

Student's Name Printed _____ Student's Signature _____

"I have read the Warren Central Band Handbook for the 2019 – 2020 school year and I agree to follow the rules and policies stated within. By signing this I am making a personal commitment to put forth my best effort in band for the entire school year."

Parent/Guardian's Name Printed _____ Parent/Guardian's Signature _____

"I have read the Warren Central Band Handbook for the 2019 – 2020 school year. I agree to support my child in band and to help them to follow the rules and policies stated in the handbook."

Parent/Guardian's Email 1: _____ 2: _____

Parent/Guardian's Phone 1: _____ 2: _____

This form must be returned to the band director by Monday, August 5th for a 25 point grade. Students who have not turned in the signed handbook form by August 5th will receive a 5 point deduction for each day the form is late. Students in the Warren Central Band & Guard programs are expected to be responsible. Exceptions may be made by the directors in extenuating circumstances and students will always have at least 1 week to have the paper signed and returned.

Directions to access My Music Office

My Music Office

Family Access Account Login Information

Student Name: **Johnny Bandmember**

We are very excited to have partnered with My Music Office to offer you online access to information concerning your student's participation in music at Warren Performing Arts Association . Please follow the instructions below to login for the first time:

- 1) Go to www.mymusicoffice.com
- 2) Locate the [Family/Booster Login](#) area on the right side of the home page.
- 3) Login using the following information:

Username:	bandjoh000
Password:	Warren

Username is student's
Warren email prefix

Default password is always
"Warren"
You should change it later

- 4) If you would like to change your password, you can do so in the [Control Panel](#).
- 5) Now you are able to:

- Update your contact information
- View your student's Financial Account
- Print Financial Statement
- View your student's lockers and combinations
- View your student's assigned music/uniforms/equipment
- Message your director

Thank you so much for choosing to use My Music Office and we hope you enjoy these features.

Each student's username is their Warren Township email address before the "@". If you continue to have trouble logging-in to your MMO account, please contact your student's director for assistance.

Stay Connected with the Warren Central Bands



Friend us on Facebook: [Warren Central Gold Brigade Band & Guard](#)



Follow us on Twitter: @WarrenBands, @wcjazzensemble, & @WCWinterGuard



Get information for **Warren Central High School** right on your phone—not on handouts.
Pick a way to receive messages for **Gold Brigade Band & Color Guard**:

A If you have a smartphone, get notifications

On your iPhone the following link:
open your web browser and Follow the
the following link:

rmd.at/wchsband

Phone Number or Email Address

[@wchsband](#)
download the mobile app.

rmd.at/wchsband

Join Gold Brigade

Full Name
First and Last Name

Phone Number or Email Address
(555) 555-5555

B If you don't have a smartphone, get text notifications.

Text the message [@wchsband](#) to the number **81010**.

If you're having trouble with **81010**,
try texting [@wchsband](#) to **(424) 543-8153**.

To
81010

Message
@wchsband

Don't have a mobile phone? Go to rmd.at/wchsband on a desktop computer to sign up for email notifications.

** Standard text message rates apply.*