

## **1. To The 2020-2021 Collins Hill Band Family** **(Students, Parents, Musicians!)**

Welcome to another year of one of the most exciting experiences that you could possibly be a part of...The Collins Hill High School Screamin' Eagle Band! Ever since Collins Hill opened its doors in 1994, the bands have represented the very finest that the school has to offer. Here are just a few of the many accomplishments that the Collins Hill Bands have had in the past 26 years.

- Performance as a guest band at The University of Georgia January Music Festival in 1998, 2003, and 2015
- Performance as a guest band at Georgia Music Educator's Convention in Savannah, Georgia in 2006 and in Athens, Georgia in 2016 and 2017
- Recipient of the Sudler Shield in 2004, an honor reserved for the very finest high school marching bands
- Performance in the London Millennium Parade, 2000
- Bands of America Regional Finalist over 10 times at 5 different regionals including Johnson City, St. Louis, St. Petersburg, Murray State, and of course Atlanta
- Bands of America Grand National Semi-Finalist in 2004
- Consistent Superior Ratings at Large Group Performance Evaluation by each concert ensemble
- Recognized as a Georgia State University Honor Band of Distinction in 2011
- Invited to perform as a member of the inaugural Kennesaw State University Concert Band Festival in 2011 and again in February 2016
- Featured Performer, 2012 Waikiki Holiday Parade, Honoring the 71st Anniversary of the Pearl Harbor Attacks
- Winter Guard International, Winter Guard A-Class Finalist in 2009 and Open-Class Finalist, 2010
- Winter Guard International, Indoor Drumline Open Class Finalist, 2005
- Winter Guard International, Indoor Drumline Atlanta Regional Class A Champion, 2016

Now more than ever, we have information to justify why we participate in this demanding, yet rewarding, activity. Experts have concluded that the study of music helps with spatial reasoning, test taking, and overall quality of life. Factor in social skills, emotional development, leadership training, group interaction, aesthetic perception, music making, and the discipline of being in a band program, and I don't know why anyone would not want to be involved in a successful band program like the one at our school.

Everyone needs to read each piece of information contained in this handbook, even those individuals who have been around the program for a while. Some of the information has changed so we want to make sure you are informed. For those new to the program, you can consider this the "band bible," which keeps us running smoothly and efficiently. Most questions I receive can be answered by consulting the handbook, and policies will be adjusted from year to year as the need arises to clarify issues within the program. It is my hope that the information contained in this handbook will both inform and inspire. Parents, please go over this information with your young musician. Students need to know we think that what they do is important, and you will quickly find that band is truly a family in and of itself.

In order to assist band members and parents in understanding areas of responsibility, a statement of band policy is herein set forth. Becoming familiar with this policy will enable each individual to make the most of this great opportunity to be a member of the Collins Hill High School Band Program. Becoming familiar with this policy will ensure that you become a better student, a better person, and a better musician.

We firmly believe that each student should improve through regular practice. When the student has lost the will to improve him or herself or to make a better contribution to the band, he or she is wasting the time and the effort of fellow members and the community by continuing in the band program. The happiest and most successful student is one who improves through regular habits of practice and daily progress. He or she must not only know right from wrong but also must be able to stand for principles and develop a high sense of purpose toward which he or she is willing to work. Responsibility is the focus behind any level of achievement within the program. We intent to conduct ourselves in a manner that will facilitate the learning of all students.

### **1.1: Objectives of the Band Program**

- To teach music by its practice and performance
- To develop performance level skills in each and every student
- To provide for the musical needs of the school and the community
- To develop discrimination with regard to the selection of music, both as a group and as an individual
- To acquaint students with the study of music theory and music history
- To help create a relationship between classic and standard music repertoire and students' lives and musical experiences
- To provide all students with the opportunity for worthy use of their time, a means for self-expression, and a healthy social experience
- To develop the ability to function as a responsible individual as well as a responsible member of a group
- To develop a strong esprit de corps
- To foster leadership skills within each and every student

### **1.2: Did you know? Interesting Musical Facts!**

- The arts are one of the six subject areas in which the College Board recognizes as essential in order to thrive in college.
- Students taking courses in music performance and music appreciation scored higher in the SAT than students with no arts participation. Music performance students scored 53 points higher on the verbal and 39 points higher on the math.
- According to the National Education Longitudinal Study of 1988, music students received more academic honors and awards than non-music students. A higher percentage of music participants received A's, A's/B's, and B's than non-music participants.
- Lewis Thomas, physician and biologist, found that music majors are accepted to medical school at a higher percentage (66%) than applicants from any other major. (*Source: As reported in "The Case for Music in the Schools," Phi Delta Kappa, February 1994.*)
- A 2000 Georgia Tech study indicates that a student who participates in a least one elective music course is 4.5 times more likely to stay in college than the general student population.

- Students who participate in All-State ensembles consistently score over 200 points higher on the SAT than non-music students. This figure indicates that students can pursue excellence in music while also excelling academically.
- College students majoring in music achieve scores higher than students of all other majors on college reading exams.
- A ten-year study indicates that students who study music achieve higher test scores, regardless of socioeconomic background.
- In a 1999 Columbia University study, students in the arts were found to be more cooperative with teachers and peers, more self-confident, and better able to express their ideas. These benefits exist across socioeconomic levels.
- In June on 2015, The US Senate passed the Every Child Achieves Act, naming the Arts and specifically Music as core subjects in the education curriculum.

## **2: Collins Hill Bands Curriculum**

### **2.1: Concert Ensembles**

#### **2.1.1: Wind Symphony**

The Wind Symphony represents the top level instrumental musicians at Collins Hill. This ensemble performs concerts throughout the fall and spring semesters. Membership is by audition only. Wind Symphony performs literature at the highest difficulty level, known in the state of Georgia as “Grade 6.”

#### **2.1.2: Symphonic Winds**

Symphonic Winds represents the intermediate to advanced instrumental musicians at Collins Hill. This ensemble performs concerts throughout the fall and spring semesters. Membership is by audition only. Symphonic Winds regularly performs literature at a high difficulty level, ranging from “Grade 4” to “Grade 5.”

#### **2.1.3: Symphonic Band**

Symphonic Band represents the developing and to intermediate level musicians at Collins Hill. This ensemble performs concerts throughout the fall and spring semesters. Membership is by audition only. Symphonic regularly performs literature at a medium difficulty level, ranging from “Grade 3” to “Grade 4.”

#### **2.1.4: Concert Band**

Concert Band represents the youngest developing musicians at Collins Hill. This ensemble will perform concerts throughout the fall and spring semesters. Concert Band regularly performs literature at a beginner to medium difficulty level, ranging from “Grade 2” to “Grade 3.”

## **2.1.5: Concert Band Grading Policy**

The grading policy and rubric for the concert ensembles at Collins Hill will be provided as a part of the class syllabi handed out at the beginning of each fall semester. If you have any specific questions about a grade or general grading policy, please contact the listed course instructor/band director.

## **2.2: Percussion Ensembles**

### **2.2.1: Advanced Percussion Ensemble**

Advanced Percussion Ensemble represents the top-level percussion students at Collins Hill. This ensemble performs advanced percussion literature and serves as the percussion section for The Wind Symphony and Symphonic Winds. This ensemble performs concerts throughout the fall and spring semesters. Membership is by audition only.

### **2.2.2: Percussion Techniques Ensemble**

Percussion Techniques Ensemble represents the intermediate and developing percussion students at Collins Hill. Members of this ensemble have a good understanding of fundamental technique and are prepared to begin more advanced study of their instrument. This ensemble performs intermediate percussion literature and serves as the percussion section for Symphonic Band and Concert Band. This ensemble performs concerts throughout the fall and spring semesters. Membership is by audition only.

### **2.2.3: Percussion Ensemble Grading Policy**

The grading policy and rubric for the percussion ensembles at Collins Hill will be provided as a part of the class syllabi handed out at the beginning of each fall semester. If you have any specific questions about a grade or general grading policy, please contact the percussion director.

## **2.3: Other Ensembles**

### **2.3.1: Marching Band**

Membership in the marching band requires strenuous physical exercise and the ability to play the difficult music literature encountered in the activity. You either must be enrolled in one of the band classes, or receive special permission from the directors in order to be eligible to participate as a member of the marching band. Marching band begins with Band Camp during the latter half of the summer and typically concludes in late November/early December, depending largely on the success of the football team during playoffs.

### **2.3.2: Jazz Band**

The Jazz Band is an extracurricular student activity that will begin around the end of the competitive marching band season. There are typically two Jazz Bands, including one auditioned group and one group open for any instruments and students interested. The Jazz Band plays for community events, Jazz-LGPE, local jazz competitions and performs throughout the late fall and spring semester.

### **2.3.3: Basketball Pep Band (this may not take place)**

The basketball pep band is an extracurricular ensemble that plays in the stands during the majority of home varsity girls and boys basketball games. The band typically has two rehearsals in the late fall/early spring semester before beginning games in the first weeks of the spring semester. Game nights typically last from 5:00 until 9:30. All band students are eligible for this ensemble.

### **2.3.4: Color Guard**

Students who are interested in dance, choreography, and movement may audition for the Color Guard, an integral and important part of our Screamin' Eagle Marching Band. The Color Guard adds another dimension to our competitive shows through the use of flags, rifles, sabers, and dance.

### **2.3.5: Winter Guard**

Membership in the Winter Guard is by audition only. The Winter Guard activity is very similar to Color Guard in its performance requirements. In order to be considered for membership in the Winter Guard, students must participate in Color Guard/Marching Band. The activity involves dance, choreography, movement, along with the spinning of flags, rifles, and sabers. Unlike the color guard, the winter guards perform indoors, to an audio track rather than to a live band or ensemble. The winter guard has auditions in the late fall with their season typically running from December through the first or second week of April. The group performs as a member of the SAPA and WGI circuits.

### **2.3.6: Indoor Drumline**

Membership in the Indoor Drumline is by audition only. In order to be in the Indoor Drumline, students must participate in Marching Band. It is an extracurricular activity that demands advanced musical and visual techniques found in a contemporary Indoor Drumline. Indoor Drumline begins with auditions late October/early November and ends early April. The group performs as a member of the GIPA and WGI circuits.

### **2.3.7: Private Lessons**

As one might expect, private lessons on a musical instrument are the best way to improve performance skills. The one-on-one approach allows the student to benefit from individual attention as opposed to being one in a class of more than sixty. A recent survey of students in the all-state band revealed that approximately 80 percent of the students in the band study privately. Students are generally more inclined to practice diligently for a weekly music assignment, and this discipline increases the student's enjoyment with the instrument. The band director will be more than happy to assist in the selection of a private teacher.

### **2.3.8: District / All-State Band**

All members of the band program are eligible and encouraged to audition for the district band. Auditions for district band are held in the beginning of December. If a student scores high enough on the district band audition he or she is then allowed to take the all-state audition which happens the first week of January. The District 13 honor band meets in February at Mill Creek High School. The Georgia All-State Bands meet in Athens, Georgia in early March. Note that although students in all bands are encouraged to audition, students in Wind Symphony and Advanced Percussion are

expected and required to audition. As members of our top ensembles, these students are ambassadors of our program and **should be** representing us at district and state level honor bands.

### **2.3.9: LGPE**

LGPE stands for Large Group Performance Evaluations. This is just a fancy way of saying a concert that each of our band classes performs for a panel of judges. This event is typically one of the highlights of our concert band calendar, taking place each year in the middle of March on a Friday and Saturday. Each band travels by school bus to Discovery High School where they give their concert and participate in a sight reading exercise. Numerical ratings are then given by the judges based upon the achievement level of the ensemble during their concert. Parents are encouraged to attend this concert and support their students and the organization as a whole.

### **2.3.10: Jan Fest**

Each year in January, the University of Georgia hosts their annual Music Festival. This event is similar to a district or all-state band except students do not audition in order to gain admission. Students who wish to participate in the event can for ask their name to be submitted. The band director will then compile a list of students he thinks should be recommended for the event. The Festival lasts from a Wednesday afternoon until Saturday afternoon, with students staying in a hotel in Athens, Georgia, throughout the event. Typical cost for the event could run \$100-\$125 associated with the trip.

### **2.3.11: AYSO, AYWS, MAYWE, etc.**

The three acronyms above stand for the Atlanta Youth Symphony Orchestra, Atlanta Youth Wind Symphony, and Metro-Atlanta Youth Wind Ensemble. These are just three examples of the high level youth music programs that are available in the Atlanta area. An audition in the early part of the school year is required for entry into many these ensemble. Typically, each group will rehearse once a week for a two to three hour period. AYWS for example meets at Emory University while MAYWE meets at Georgia State University. Participating in one of these ensembles is among the best musical experiences our talented young musicians can do. Please contact the band director for more information about each ensemble.

## **3. Concert Band**

### **3.1: What are the Concert Bands?**

The Concert Bands at Collins Hill represent what is actually happening each day during class. For example, during the school year we will have four wind ensembles and three percussion ensembles that will meet at specific times during the school day. Having this many of each type of ensemble allows us to separate students into specific ability levels and work on training each student at the most appropriate level. Each band student is placed into a wind or percussion ensemble based upon an audition that takes place in the spring semester of the previous year. Barring an unusual circumstance, these placements are yearlong and students may not re-audition until the next year.

### 3.2: Concert Band Schedule and Attendance

Just like marching band, we do everything in our power to release our concert band schedule as early as possible. Most of our concert dates will be set at the beginning of the school year with a few exceptions including LGPE. Events like LGPE are scheduled by the Georgia Music Educators Association, and more specifically by our district, District 13. Because of this, we often don't have concert and event dates as early as we would like. Please know that as soon as we get information regarding performances and events, we will get that information to you through your students as well as the website, Facebook, and Twitter accounts.

Attendance at concert band concerts and events is non-negotiable and 100% required. Simply stated, your child's grade depends on it. Think of a concert performance as the test for the material that we have been covering in class on a daily basis. If your student attends, he or she gets a 100 for that test. If he or she does not, a grade of 0 will be assigned. Please note that athletic activities such as track meets, volleyball games, etc., are NOT an excuse for missing a concert. Students must let the coach of their team and the band director know immediately if a conflict arises so that we can do everything in our power to fix it. Often, these situations are easily remedied, as long as the student communicates with us.

The only excused absences from Concert Performances include extreme illness (the kind that would require a doctor visit and being kept home from school), death in the family or other family emergency, and religious holiday observation. Students who miss a Performance without an excused absence will be given a "0" and will not be given a chance to make-up the grade. Students who miss the concert for an excused reason will be required to complete an alternate assignment in order to make-up the grade. This assignment will be discussed between the student and director and is at the discretion of the director.

Any absences, whether pre-arranged or emergencies, must be handled using the Collins Hill Bands Absences Management Form which can be found in the Appendix of this handbook.

The full Concert Band Performance Schedule can be found on the Major Calendar Events page located in the Appendix Section of this handbook.

### 3.3: Curriculum Enrichment Fee

Without a doubt, one of the most common questions we get asked is to explain what the Curriculum Enrichment Fee is and why we have it. The short answer is that running a high school band program is a very expensive endeavor. Although we get some money from the county/school, it is not nearly enough to cover all of the things that we do throughout the course of the school year. We do ask students to pay a fee which helps to fill in the gaps. For your consideration, I have included below a list of just a few things that the band will pay for over the course of the school year.

- *Musician's Chairs and Stands (~\$80 each)*
- *Recording Equipment/Microphones/Speakers (\$1000's of dollars)*
- *Paper, Expo Markers, Erasers, Etc. (\$100's of dollars over the course of a school year)*
- *Average Piece of Wind Ensemble Literature (Between \$60 and \$450)*
- *Average Piece of Jazz or Small Ensemble Music (Between \$30 and \$100)*
- *Instrument Accessories (Valve Oil \$3, Cork Grease \$4, Drum Sticks \$8, Percussion Mallets \$40-\$80 per set, Trumpet/Horn Mute \$30-\$60)*

- *Average Instrument Repair (Between \$25 and \$300)*
- *Large Group Performance Evaluation Registration (\$500 for each of the 3 ensemble)*
- *Purchase New Instruments*
  - o *Oboes (\$2000)*
  - o *Bassoons (\$4000)*
  - o *Tubas (\$7000)*
  - o *Percussion Chimes (\$3000)*
- *Cost to bring in an instructor to do a 1-hour clinic (Between \$75 and \$200)*

Without the curriculum enrichment fee, there is simply no way that the concert programs at Collins Hill can continue to perform at the extremely high level that they do. For Marching Band students, the Curriculum Enrichment Fee is included as a part of your full dues structure. In the past we have made this a separate payment, but this year we thought it would be easier to include it into the normal payment structure. For Concert Band Only students, this fee is due by August 14th, and can be paid by cash, check, or credit card using our easy online payment option on our website.

### **3.4: Materials Needed For Class**

This is a very basic list of items that each member of the concert ensembles at Collins Hill needs to have. A more comprehensive list including recommendations of specific brands can be obtained by speaking with the band director.

Woodwinds: Instrument, Mouthpiece, Reeds, Ligature, Cleaning Cloth/Swab, Any Other Accessories (Neck-Straps, Cork Grease, Etc.)

Brass: Instrument, Mouthpiece, Dennis Wick Straight Mute (Trombone and Trumpet), Mouthpiece Brush, Valve Oil, Slide Grease, Any Other Accessories (Trombone Slide Spray Bottle, Instrument Stand, Etc.)

Percussion Minimum Materials Required - As prescribed by percussion instructor. Will be available in course syllabi

### **3.5: Concert Band Rehearsal Etiquette**

The following are all things that students should consider essential in order to succeed as members of the Concert Ensembles at Collins Hill

- Pencils are used to make notes and correction in music, and thus, students must have one on their stand during each and every rehearsal.
- Cell phones are not be out during rehearsal at any time. We understand that students occasionally use their smartphone as a tuner or other musical aid, but we promise that we can easily tell the difference between appropriate and not-appropriate use of these devices. Students who are seen with their phones out during class will be dismissed from class and will lose participation points for the day.
- Each student is given a personal copy of the concert music that their class is playing. Although students may share music during the class period, they are expected to keep up with their personal copies throughout the concert sequence. Personal copies may be taken home and used for practice or any kind of sectional work.



- Upon receiving new music, students are asked to write their name on each page. They also are asked to number each measure in each piece of music. Measure numbers are essential to efficient rehearsals and a grade will be taken based on completion of measure numbers during each concert cycle.
- The conductor stepping on the podium indicates that rehearsal is about to begin and that all talking, playing, and movement must stop immediately. The only talking that is permissible during rehearsal is questions from the students to the conductor.
- All students must be in the band room prior to the tardy bell ringing. Once the bell has rung, students have 3-minutes to un-pack their instruments and to have a seat in their assigned seat with music and all supplies necessary for class that day. This includes pencils, mutes, extra reeds, etc. Once a student has taken a seat in the ensemble, he or she should have no reason to get up for the duration of the period.
- The 3-minute period from the time the bell rings until the class period begins is the only appropriate time for students to use the bathroom during class. Students do not need to ask to go to the bathroom during this time; they can simply unpack their instruments, get set-up for class, and then go to the bathroom before the 3-minutes have ended. Of course we understand that emergencies happen and if this is the case, students simply need to let us know and they will be allowed to go to the bathroom. As we like to say to the students however, if emergencies are happening on a daily basis, that student likely needs to see a doctor!
- Students are expected to have their instruments each and every day of school beginning with the very first day. If a student forgets his or her instrument for even a single day, participation points will be taken off. If the behavior becomes consistent, calls home will be made and the student's membership in the band will be in question.
- All equipment must be treated with care and respect. This includes: school owned instruments, privately owned instruments, percussion equipment, stands, chairs, electronic equipment, and any other equipment encountered during your time with the Collins Hill Bands.

### **3.6: Storage Room Protocol**

In the band room, there are a number of side rooms that are used mainly for the storage of instruments and equipment. These rooms include:

- Main Storage Room
- Tuba Storage Room
- Percussion Storage Room
- Color Guard Room
- Uniform Storage Room
- Roadie/Equipment Storage Room

During the school day, these rooms serve multiple purposes. Not only do they provide a location for students to keep their instruments, they are also used as sectional/individual practice space. The most important thing to know about these rooms however, is that they are not social hang-out zones. There is simply too much expensive equipment, both owned by the school and by you as parents, kept in these rooms to allow students to hang out in them. Because of this, we ask that you keep the following rules in mind regarding the band room storage areas.

- There is no food or drink allowed in the storage rooms with the exception of water. This rule should be extremely easy to follow considering the fact that there is no food or drink allowed anywhere in the band room.
- During the band class periods, students have 3 minutes from the time the bell rings to get their instruments out of the storage room and have a seat in their chair. This amount of time is more than enough as long as students move quickly and do not use the storage room as a social area.
- If a student is using one of the storage rooms as a group or individual practice area, it is his or her responsibility to remove everything that they brought into the room with them. This includes but is not limited to: chairs, stands, mutes, and music. It is not the responsibility of the directors to clean up after students.
- At any point where no student is using a storage area as a practice facility, the door to the room should remain propped open at all times. It is understood that, if the room is being used as a practice space, the door will be closed.
- *There are surveillance cameras installed in the band room. The goal of these cameras is to help monitor the 100's of thousands of dollars of equipment that we and you own. These cameras are tied into the school's security camera system and thus we can only access the footage formally through the school. These cameras are not intended to be used to resolve petty issues between students regarding someone taking someone else's neck-strap or mouthpiece. If there is a serious concern about theft or vandalism in one of these rooms, please contact the band director immediately so that we can take the proper steps to resolve the issue.*
- Because of the use of surveillance cameras in our storage areas, they cannot be used as changing areas for students during the marching band season. Students need to take their uniforms and change in a dressing room or bathroom.
- The storage rooms are not extra locker space for students. Personal items including clothing items, backpacks, books, etc., are not to be kept in the storage rooms. It will be the responsibility of band leadership members to clean the storage rooms once a week and take these items out. Items of a personal nature, such as clothing or backpacks, will be placed in the lost and found for one week and, if not claimed, donated to Goodwill.
- Each instrument, whether it belongs to the individual student or the school, has a specific location where it is supposed to be stored. When an instrument is returned to the storage room at the end of a rehearsal, it must be placed back in its assigned location. Instruments strewn randomly in storage rooms will be taken and students will be required to serve band room clean-up duty in order to reclaim their instrument.

In the main instrument storage area, we are fortunate enough to have a set of Wenger Instrument Storage Lockers that are used to store the following instruments: Flutes/Piccolos, Oboes, Bassoon, Clarinets, Bass Clarinets, Alto/Tenor/Bari Saxophones, Trumpets, and Trombones. These lockers are quite expensive and require students to be responsible to take care of this great asset we have in the band room. Here are a few rules to keep in mind for the Lockers and Instrument Storage:

- Students using lockers are required to pay a locker fee for the entire year. This fee helps us purchase locks and maintain the cleanliness and operation of these lockers.
- The only items that are allowed to be stored in the lockers are instruments and basic instrument accessories including mutes, valve oil, reeds, etc.
- **NOTHING ELSE IS ALLOWED TO BE STORED IN LOCKERS INCLUDING BUT NOT LIMITED TO: CLOTHING, FOOD/DRINK, and TEXTBOOKS!!!**
- Instrument Cases must be closed and latched at all times within the lockers

- Locks must be latched and closed every single day. Lockers found to be improperly closed are subject to being zip-tied shut by the Directors.
- Lockers are school property and as such, may be searched at any time, with or without cause by Directors or school administration.

### 3.7: Concert and Performance Expectations

- Students are expected to arrive at least thirty minutes prior to any scheduled performance. If the conductor of the ensemble indicates a specific report time please refer to this specific time instead.
- Students are expected to arrive early/stay late in order to view all performances happening during a particular concert. As a part of their concert grade, students will be asked to write a brief report and evaluation of not only their ensemble's performance, but also of the performance of the other ensembles who performed that evening
- While watching and listening to other groups perform, students are expected to behave with top level concert etiquette. This includes being quiet, not texting or playing on any cell phone or electronic device, applauding when it is appropriate, etc. It is very important that students learn not only to be excellent performers, but also to be excellent listeners and audience members as well.

### 3.8: Off-Campus Behavior

As a band program, we participate in a number of off-campus activities throughout the course of the school year. These include marching band events like football games and competitions, concert band events like LGPE, and honor band events like district, all-state, and Jan Fest. At any and all points during these activities, students are expected to behave according to the highest standards. This includes following all Gwinnett County Public School Rules as outlined in the Parent Handbook. Furthermore, we expect CHHS Band Students to be the very examples of the highest caliber behavior. Students must remember that they are not only representing themselves, but also the school and the band program as well. Please consider all of the following when choosing how to behave when off-campus:

- *There will be no swearing or off-color language of any kind.*
- *When speaking about other students or other band programs, only say positive things. If you have nothing nice to say, do not say anything at all.*
- *We encourage students to wear their CHHS Spirit-Wear with pride. Just remember that when you are wearing a letter jacket, hoodie, t-shirt, etc., with our logo on it, you are representing our school and our program and your behavior must be top notch.*
- *Public displays of affection of any kind are not appropriate on the bus, at a game, or any time that you are with the band.*
- *Chaperones and volunteers are to be treated with the utmost respect and they have the final word when it comes to giving students instructions while off-campus. These are parents who are giving up their time to ensure your safety and the success of this program. We would be nothing without our volunteers so please take a moment to thank any volunteer you see helping the program.*

### 3.9: Discipline Procedures

Students are expected to follow all GCPS rules as laid out in the student handbook as well as all specific rules and guidelines laid out in the Collins Hill Band Handbook. We do not expect nor plan to

deal with any serious behavior issues. If minor rules are broken or classroom behavior becomes unacceptable, the following procedures will be taken:

1. First Offense: A verbal warning will be given.
2. Second Offense: Student will be spoken with one-on-one by a band director. Expectations will be clarified, and it will be made clear that the final warning has been given.
3. Third Offense: Parent contact will be made. Parents will be informed of behavior issues and the modification that needs to take place. Parents will also be informed that if the behavior continues, administrative referrals will be necessary.
4. Fourth Offense and Beyond: Administrative referral. If behavior continues after the fourth offense, an administrative referral will be written in each situation. At this point, it is very likely that the student will be asked not to return to band the next semester.

Please note that each situation is unique and, if the behavior warrants quicker and more direct action, that is the course we will take.

### **3.10: Concert Band Uniform Protocol**

Just like the marching band uniform, our concert uniform is a part of who we are and how we are perceived when we perform in public. Because of this, we ask that all students adhere to our concert uniform policy as laid out in this document.

- Gentlemen
  - Uniform Parts Include the Following:
    - Tuxedo Jacket
    - Tuxedo Pants
    - White Ruffled Tuxedo Shirt
    - Tall black socks that extend to at least the calf. Socks that are too short or the wrong color will not be acceptable.
    - Clean, black dress shoes. Sneakers, athletic shoes, TOMS, Vans, Converse etc, are not acceptable.
    - Black Bow Tie
    - Black Cummerbund
  - Note that a black suit is NOT the same thing as a black tuxedo and is not acceptable in place of a tuxedo.
  - Note that a black tuxedo purchased not through the band program is also not acceptable. Although it might look similar to you, the whole point of a uniform is everyone looking EXACTLY the same...close is not good enough.
  - Hair must be neat and not covering any part of the face
  - No facial jewelry of any type is permitted
  - Any necklaces must be worn underneath the tuxedo shirt
  - No bracelets or rings of any type are permitted
- Ladies
  - Uniform Parts Include the Following:

- Black Dress: The only acceptable uniform for females in the CHHS Band Program is the black dress ordered through STA formal-wear. No other black dress is acceptable, period.
- Black shoes: These shoes are to be simple, black flats or conservative heels. Please no stiletto style heels or platform style shoes. Casual shoes such as sneakers, TOMS, or Converse are not permitted. The shoes should be 100% black with no other color or markings on them.
- Hair must be neat and should be out of the performer's face.
- The only facial jewelry permitted during concerts are simple earrings. (No lip rings, nose rings, eyebrow piercings, etc.)
- Necklaces, bracelets, and rings may only be worn if they are of a simple nature.

There are certain rules that apply specifically to student behavior while in uniform. They are as follows:

- It is never appropriate to run while in uniform.
- It is never appropriate to be by yourself in uniform. If you are going somewhere at a concert or honor band, always take a buddy and walk with them.
- There is no gum allowed while in uniform.
- Extra caution needs to be taken while eating in uniform. Please stay away from condiments such as ketchup and mustard that can easily stain the uniforms. Please let a uniform volunteer know immediately if something gets on your uniform.
- There is no horseplay or rough-housing of any kind permitted while in uniform. This includes on the buses on the way to and from events.

Any uniform violation can and will result in immediate consequences. Consequences are at the discretion of the band directors and may range from students not being able to participate in certain events to full suspension from band activities.

### **3.11: Chair Placements/Solos/Challenges**

Parents are often very curious about how we come up with the chair placements for our concert ensembles. For example, how do we decide that one student is the top clarinet player in Symphonic Band as opposed to the fourth chair player? There are a number of ways we achieve this. The chair placements that students are in at the beginning of the school year reflect the results of the auditions students performed at the end of the previous school year. These auditions are the same ones that determine which concert ensemble the student will participate in for the entire next school year.

Once the school year begins, students participate in a series of "Pass-Offs," most easily described as a musical quiz or test, often covering basics such as scales/etudes or pieces of their concert literature. Typically, once during each concert cycle, we will average the grades of all of the Pass-Offs given during that time period. We will then rank the students according to those numbers and the resulting rankings become our chair placement list.

As you will no doubt notice when you attend our concerts, between pieces students will often switch chairs. This is part of a process known as "Part Rotation." A piece of music for example, might have three separate trumpet parts. Although each part is written for the same instrument, the parts often vary greatly in what they ask the musician to do. Because of this, even though a student might be sitting in a lower chair, he or she will likely get an opportunity to play many different level parts during

a single concert. This provides each student with a range of opportunities and allows our students to develop many different skills on their instruments.

By default, all solos are performed by the highest chair placement student currently playing that part. This person is often referred to as the “Principal” musician of that section. If another member of the section would like to play a solo, he or she can challenge the principal player. Students will be given a specific date for the challenge and can prepare accordingly. Solo challenges will take place during the band class period, in front of the full ensemble. Once a solo challenge has occurred, the winner will be announced by the band director, typically a day or two later. Challenges can only happen once during a given concert cycle.

Some band programs allow for students to challenge the musician sitting one chair above them in order to take the higher chair spot. We do not permit such challenges. Due to our frequent pass-off and chair placement changes, as well as our policy of part rotation, we feel that chair placement challenges are overkill and thus unnecessary.

### **3.12: Band Awards**

#### **3.12.1: Lettering in Band**

There are two ways that you can earn a letter in band:

Marching Band/Winter Guard/Indoor Drumline: Students complete two seasons of the aforementioned activities. For instance, a student will earn their marching band letter at the completion of their second year of marching band. Note that letters in Winter Guard/Color Guard and Indoor Drumline/Marching Percussion are different awards and each require two respective years in those activities.

All-State Band: Student is selected to be a member of the GMEA All-State Band.

Students are also able to earn various “bars” for their letters by completing additional seasons of the above activities. Details of those awards are listed below:

Silver Bars: Earned when a student has completed their third season of a given activity

Black Bars: Earned when a student has completed all four years of a given activity

#### **3.12.2: Graduation Cords**

Senior students can also earn a Band Graduation Cord to be presented at the Spring Band Banquet. This cord is earned by students who complete four seasons of Marching Band/Color Guard or students that have made the GMEA All-State Band all four years of high school. The Band Graduation Cord is a twisted Green and Black Cord

### **3.13: Spring Band Banquet**

Each spring, the Collins Hill Bands will host an awards banquet honoring the finest students in the program. Awards will include: The John Phillip Sousa Award, The Patrick Gilmore Award, The Louie Armstrong Jazz Award, Most Outstanding and Most Improved in Each Band, Parent Volunteer of the Year, as well as Senior Band Plaques and Letters for individuals who have earned them. Note that

this banquet is completely separate from the Marching Band Banquet that takes place in the fall. Food will be catered in to the event for families to purchase. This truly is a fun and exciting night and one that we wish every single family in the program takes part in. There is nothing better than recognizing the amazing performers and students we have in this band program.

### **3.14: Practicing**

No matter which part of the Collins Hill program your student is involved in, practicing is essential to their success. This applies to everybody from the young ladies of the Color Guard to the principal trumpet player in Symphonic Winds. Simply put, if you want to get better at any of these endeavors, you must put in the practice time. It is no coincidence that the students who find themselves in our top ensembles and in District Honor and All-State Bands are the ones who make home or advising period practice time a priority.

We are sensitive to the fact that the students in our programs are often involved in other clubs and activities at Collins Hill, not to mention numerous honors, gifted, and AP level courses. Add all of these on top of the amount of time regular band activities can take and students are not always left with a lot of time to practice. If, however, students take these responsibilities head on and develop their time management skills, there will almost certainly be times available to practice.

Once the time is made for practicing, the next step is learning HOW to maximize that time with efficient and structured practice methods. You can spend an hour practicing the wrong way and not get any better or spend ten minutes practicing the correct way and take huge leaps and bounds forward. The best way to learn these skills is to ask the band directors for some assistance. Often the simplest methods are the most effective and a little guidance from the band directors is sure to set your student on the path to success.

### **3.15: Switching Instruments**

We often have students who request to play a second instrument or switch to another instrument altogether. Such requests are not taken lightly by the band directors. We consider the potential success of that student on the new instrument compared to the instrument they are currently playing as well as the needs of the ensemble on each respective instrument. After this, we go through a trial period where we work closely, one-on-one with that student on the new instrument. We use this time to determine whether or not we feel the student is going to be able to handle the switch. It is at this point where we determine if the switch is actually going to happen. It is also at this point where we make it clear that once you switch instruments, it is a permanent switch. We ask the students to spend time talking to their parents/guardians and make sure the switch is acceptable and have the parents email us with any questions. If there is a significant cost issue involved in switching instruments, we contact the parents directly to discuss the potential cost. After all of this, then the switch would finally happen.

We say all of this to make sure that parents and students understand that in most cases, it is best for students to remain on their primary instrument for the duration of their high school band experience. When students are given the opportunity to develop and grow on a single instrument rather than playing two instruments or switching altogether, they are much more likely to be successful and achieve the highest possible level of musicianship.

### 3.16: School Owned Instrument Rental

At Collins Hill, we have certain school owned instruments that are to be rented out to students on a per-semester basis. These instruments may be used during the school day in band class, and based on availability and feasibility, may be taken home for practice purposes as well. The following instruments are available for renting:

- Oboe
- Bassoon
- Contra Bass Clarinet
- Tenor Saxophone
- Baritone Saxophone
- F Horns
- Bass Trombone
- Euphonium
- Tuba
- Percussion

**There is a cost to rent an instrument from Collins Hill per semester.** This money will go into our Local School Band Account and will help fund instrument maintenance and repair, as well as the purchase of new equipment as it is necessary. Note that marching band students do not need to pay for the use of marching band specific equipment. Also, note that all percussion students are required to pay the rental fee as they are using the school equipment on a daily basis. Parents may choose to pay the full year amount at the beginning of the school year or may pay at the beginning of each semester.

### 3.17: Instrument Repairs

We understand that instruments break and instruments often need repair or maintenance work done. If your student/family owns an instrument and needs repair, we recommended you bring it to Jackson's Music Store, located off Buford Highway, at the end close to interstate 985. This store has a repair shop in the building which means that the time frame for getting the instrument back will be much quicker. They also offer extremely fair prices and great service. Also, Music and Arts in Lawrenceville near Hobby Lobby is an option.

For a disclaimer...As a band we have no investment in recommending one store or service over another. If your instrument does need repair, please let the band directors know so that we can let you know the best time to bring it in. For example, the night before a concert is likely not a great night to bring an instrument in to be repaired.

If your student plays a school owned instrument of any type, he or she is responsible for the care of the instrument. We understand that there is normal wear and tear on instruments and if something along these lines happens, the school/band is more than happy to cover the cost of the repair. If the student however, is at direct fault for causing damage to an instrument, he or she is responsible for the cost of repair.



### **3.18: Purchasing a New Instrument/Instrument Accessories**

If your family is looking to purchase a new or used instrument for your student, please contact the band director immediately. There are a couple of things you should know. First, not every instrument you see advertised online on eBay or Craig's List is a good deal or a good quality instrument. There is just no way that a great quality trumpet is going to be sold for \$75. The fact is that good instruments do cost a good bit of money. With our help however, you can get the absolute best deal for the appropriate instrument for your student. Because we are a school and non-profit organization, we have the ability to purchase instruments and equipment at prices that you will never see and won't believe. Because of this, even if you are just curious about the cost of a new or upgraded instrument for your student, contact us and let us help you get all the information you need.

Similarly, if you are looking to purchase accessories for your student's instrument, the best resources you have are the band directors. We have the ability to give the best possible advice on accessories that are necessary and accessories that are not as well as which brands of accessories are the highest quality. Most importantly, we can get you the absolute best price on just about any instrument accessory on the market.

### **3.19: Buying and Taking Care of Reeds**

As many woodwind parents and guardians have likely discovered, there are many different price points for reeds. For example, a box of 10 clarinet reeds could cost anywhere between \$18 and \$50. Although not everyone needs to be using the most expensive reeds, there is a direct correlation between the price of the reed and the quality. Because of this, rather than placing parents in the confusing position of having to figure out what reeds to purchase, we ask that ALL woodwind students purchase their reeds through us. There are two main reasons that we do this:

1. We are able to guarantee the quality and durability of the reeds your student is purchasing. There is very little chance of your student getting a poor quality reed from us.
2. Because we buy reeds in bulk from music stores, we are able to offer them to your student at a significantly lower price than you could get purchasing them yourself.

In order to keep reeds fresh and useable for the longest period of time, we recommend the following procedures:

- REEDS SHOULD NEVER BE LEFT ON THE MOUTHPIECE WHILE IN THE CASE!!!!
- Students are advised to keep between three and five reeds at ALL TIMES. You do not want to play on a reed longer than two hours. The reason for this is the fibers in the reed will break over time, causing the reed to become flimsy. A flimsy reed results in a bright and uncharacteristic tone. Students are advised to rotate their reeds, playing each one only once or twice a week,
- Reeds need to be kept in a safe storage container at all times when not being played. Reeds should be kept in a reed case, not the plastic case that is provided. Once the reed has been wiped off, they should be placed on a flat surface (reed case) and placed inside a zip-lock bag. The bag traps a consistent climate and environment, creating less of a chance for the cane to warp. These storage containers can be purchased for a few dollars from the band directors.
- Reeds can last 2 to 3 weeks if stored properly. Reed will naturally weaken over time. The reason the reed becomes softer is due to the fibers in the cane breaking. That will cause the reed to become flimsy, which will be unfamiliar to the student when they apply the correct amount of

vertical pressure. Too much pressure will cause the tip opening to close. This also happens if the reed strength is too soft.

- Air in your tone can be caused from a multitude of things:
  - Reed is too hard
  - Reed is warped. Reeds warp from the center out to the rails (edges) of the reed.
  - If the reed is not flat on the bed of the mouthpiece, air will escape under the parts that are not flush with the table of the mouthpiece.
  - The reed is not aligned with the tip of the mouthpiece. The reed should be a hair line under the tip of the mouthpiece. If the reed is too low, less of the reed vibrates, causing the back pressure to be weak and a poor tone will be created. If the reed is too high on the mouthpiece, a thicker part of the cane will vibrate, causing more back pressure.
  - The reed is dead. Again, reeds last 2 to 3 weeks if taken care of. The fibers only last so long before they break.
  - Poor Quality Reed! The only reed line we allow in this program is Vandoren. Rico Reserve is a great quality, but only the Reserve!!

*If we notice that a student has not purchased a new set of reeds within a reasonable amount of time, we will approach that student and examine his or her reeds. If the reeds being played are old, water-logged, contain dark spots, etc., the student will not be allowed to participate in class until he or she is able to replace their reeds.*

## **4: Marching Band**

### **4.1: What is the Marching Band?**

The Collins Hill High School Screamin' Eagle Marching Band serves as the largest and most active student organization on campus. The Marching Band's primary responsibilities involve supporting the football team as a spirit/pep organization at Friday night football games as well as participating in competitions on a regional and national level. Participating as a member of the Marching Band involves a significant time and financial commitment, but ultimately rewards students by instilling an extremely high standard of excellence that serves students throughout the rest of the Collins Hill careers.

### **4.2: Marching Band Staff**

A sizable amount of the money that parents pay in marching band dues goes directly towards instruction for your students in the form of marching band staff members. These staff members are contracted by the band booster association for their skill and expertise in each respective caption area. They attend rehearsals and performances of the band and spend an unbelievable amount of time doing everything they can to make the band, and each student, better.

The band staff members range in experience from gigging and professional musicians to college-aged, music education students with a passion for teaching and a level of excellence well above their peers. In fact, many of our staff members are graduates of Collins Hill who have returned during/after college. Any questions about the marching band staff can be directed to head band director.

#### **4.2.1: Marching Band Staff Contracts**

Staff members of the Collins Hill Bands enter into a contractual agreement with the Band Booster Association. These contracts specifically detail many things including: monetary compensation, attendance expectations, supervision expectations, and other pertinent job related information. Again, if a parent has a question about a staff member they are advised to bring the question to the Director of Bands immediately.

#### **4.3: Marching Band Schedule**

The Marching Band Schedule is an immense amount of information and as such, we do everything we can to release the schedule for the following year as early as possible. The best place to see the marching band calendar at any given time is to visit our website.

Please refer to the calendar can be found on the Collins Hill Marching Band website for all events and times.

#### **4.4: Marching Band Attendance Expectations**

In order to make planning for marching band as easy as possible, we publish our schedule well in advance. The calendar that is available at all times on our website should be regarded as **The Law** when it comes to any band event. Although our organization is large, each individual's attendance is important at every single rehearsal. It is hard to get better as a band when we are dealing with holes in the group. When one, or a set of individuals miss rehearsal time, the full organization must take the time to go back and make sure the absentees are filled in on all the information they missed.

**There are very few reasons that a student should miss a marching band rehearsal. The following are the ONLY excused absences:**

- Death in the family
- Extreme sickness that would keep you from school. Doctor's note and parent's note are required in order to excuse the rehearsal. Please note that headaches or other minor ailments are not excused. We all get headaches. Most of ours come from dealing with students who aren't at rehearsal.
- Religious holiday/observance
- Previously excused special circumstance. Each such event will be handled on a case-by-case basis. In order to be excused from a rehearsal, notice must be submitted in writing to the band director, signed by both the parent and the student, using the Collins Hill Band Absence Management Form.

**The following are NOT reasons that students should miss a marching band rehearsal:**

- Minor sickness/ailment
- Homework
- Job/Work
- Family Trip
- Backstreet Boys Reunion Tour or any other concert
- New Puppies

- “OMG I haven’t seen my BBF4L from Alaska in LIKE 10 YEARS!” or family coming into town

You might laugh. But these are all real reasons that we have been asked to excuse a student from rehearsal. Note that none was excused.

**The following are the consequences for unexcused rehearsals**

- First Offense: Student is suspended from the next performance, including football games, exhibitions, and competitions. Student also loses third quarter privileges for the next football game.
- Second Offense: Student is suspended from the next two performances, including football games, exhibitions, and competitions. Student loses third quarter privileges for the remainder of the football season.
- Third Offense: Student is removed from the Collins Hill Marching Band. Serious consideration will be given into having the student removed from the band program entirely. There are no refund of band fees given to students who are removed from the program.

**Students are expected to be at the field at least five minutes prior to the start of instructional time. This allows for proper stretching and any announcements that need to be given before rehearsal. Tardiness to rehearsal will not be accepted. The following are consequences for being tardy to rehearsal:**

- First Offense: Student will make up the amount of time missed at the beginning of rehearsal by working at the end of rehearsal. This time will be spent cleaning up the field, cleaning up the band room, or taking care of anything else the band director needs.
- Second Offense: Student will make up the amount of time missed at the beginning of rehearsal by working at the end of rehearsal. Student will also lose third quarter privileges for the next football game.
- Third Offense: In addition to the above consequences including making up lost time, the third instance of a tardy will be counted as a full unexcused rehearsal absence, resulting in the penalties listed above for unexcused absences.

**4.4.1: Collins Hill Absence Management Forms**

Students must use the Collins Hill Band Absence Management Google Form in the event of missing any rehearsal or performance for any program within the CHHS Bands. A link to the form can be found on the band website.

Procedures for Handling Pre-Arranged Absence: Fill out and submit form AT LEAST ONE WEEK before your scheduled absence. Note that each absence request will be handled individually and that absences will only be excused for approved reasons. **Pre-Arranged absences that are not submitted and approved at least one week in advance will be considered unexcused.**

Procedures for Handling Unexpected Absences: Fill out and submit form WITHIN 48 HOURS of your absence. Note that each absence will be handled on an individual basis and that absences will only be excused for the above listed reason. **Unexpected absences that are not handled within 48 hours will be considered unexcused.**

#### **4.4.2: Marching Band and Rain**

Marching band rehearsals will NOT be cancelled because of rain unless we can get no other facilities in which to practice. This is rarely the case. Please plan on having marching rehearsal each scheduled day whether the weather is favorable or not. For any questions regarding rain policies for football games, please see the Friday Night section below.

#### **4.4.3: Marching Band Schedule Changes**

As we stated earlier, we do everything that we can to get our schedule out early, and stick to it once it has been released. With this having been said, occasionally we do have to make small changes to the schedule. Students will be notified of changes at least two weeks prior to the date of the added/amended rehearsal. Parents will also be notified of changes through our website and e-blasts. Any questions about schedule changes or conflict with schedule changes need to be addressed directly to the director of bands.

#### **4.5: Marching Band Rules and Policies**

All members of the Collins Hill Screamin' Eagle Marching Band are expected to demonstrate exemplary behavior at all times. They are expected to not only follow all GCPS rules, but also each of the rules that have been laid out in this handbook. Please consider each of the following as you make decisions about the correct way to act during a marching band rehearsal, game, competition, or event.

- Once you have arrived at the school for rehearsal, you may NOT use your vehicle to transport yourself to and from the practice field. This time should be used to walk and converse with members of your section as well as other sections of the band. Also note that during Band Camp, Saturday Rehearsals, or any event like these, you are NOT allowed to drive off campus to get any meal. If you are supposed to be bringing your lunch, you need to bring your lunch. Trips to any food establishment during a break are strictly forbidden. If you need to leave campus for any reason during one of these days, you must check with the band director in advance.
- All students must bring their cases down to the marching band practice field with the exception of Sousaphones and Percussionists. This will make sure that instruments stay protected during transportation and can be cased in the case of inclement weather.
- Students must have the following things with them at each marching band rehearsal: Drill and Music Binder, Drill Coordinate Sheets, Water Jug, Anything Else as Determined by Staff Members (Balloons, Breathing Tubes, Etc.)
- There is a very explicit chain of command on the marching band field and students are expected to follow this chain. Directions or instructions given by band directors or staff members must be heeded without question. Drum Majors are next in the chain and their commands must be listened to as well. It is important to note that the moment the Drum Major begins to speak, all other conversation must stop including between staff and members. Student Leaders on the field such as Captains and Section Leaders are also permitted to correct behavior and technique issues as they see fit. These students are instructed to use their judgement as to when it is appropriate to talk and the field and when it is not.
- Extraneous conversations that do not relate to the marching band rehearsal are not appropriate and not permitted during marching band rehearsals. If a member has a question, he or she is instructed to speak with the nearest staff or leadership team member. If the staff or leadership team member

- cannot address the question, the band director running rehearsal may then be notified. Excessive or disruptive talking on the field will not be tolerated and students will be disciplined accordingly.
- Water breaks are a chance for student members to hydrate themselves during a rehearsal. These are not intended to be social breaks or a time for you to catch up with your friends. Students are expected to jog to their water jugs, take a good drink, and jog back to their spot on the field.
  - Students must always stand at the correct position with good posture. This includes both the attention position and the “stand-by” position.
  - Instruments are to be set on the ground a certain way during water breaks, breaks, etc. Please follow this protocol as it is detailed by your caption instructors.
  - Students are expected to get set on the field as quickly as possible. This includes moving quickly from the end of one rehearsal chunk to the beginning of another.

These are just a few of the numerous protocols and rules that marching band members are expected to adhere to at all times. For a lot of new members and new parents, our strict methods and specific detail oriented rehearsals may seem like overkill. And yet, it is exactly these minute details that really set the best bands apart from the bands that are just okay. Our rehearsal techniques and rehearsal guidelines truly allow for us to work efficiently and focus on getting better as musicians and marching members.

#### **4.6: Marching Band Uniform Protocol**

The Marching Band Uniform is a very important part of who we are as a band organization. It makes us readily identifiable to everybody in the community and because of this, must be worn correctly at all times. There is something very powerful about a group of 160 student all wearing the same thing, marching towards you. In order to preserve this look, students must adhere to the following protocols.

- Students will be given a detailed description of the correct way to wear and take care of their uniform during band camp. After this point, students are expected to know and follow all uniform rules and protocols.
- The Uniform parts are as follows
  - Uniform Jacket
  - Uniform Bib-Overall Pants
  - Show Shirt underneath the Jacket
  - Tall black socks that extend to at least the calf. Socks that are too short or the wrong color will not be acceptable.
  - Black MTX marching band shoes
  - Black Gloves
  - Gauntlets which are to worn in the correct position on the arms at all times
  - Marching Band Hat known as a Shako. The chin strap on the Shako is intended to be used as such and will not be allowed to be tucked behind the Shako.
  - Plumes will be distributed to students immediately before performances and taken up after performances. Once they are placed in the Shako, they are not to be pulled on or messed with in any way.
- When any uniform is not being worn, it must be placed in a safe location, neatly folded where it cannot be harmed or dirtied. This includes on bus trips, in the stands, or at a performance.
- There is absolute no public displays of affection allowed in uniform.

- Long hair of any type is not allowed to stick out from under the Shako. There are a few different ways to deal with this.
  - Gentlemen who have longer hair typically will use bobby-pins or hair clips to get their hair to fit underneath their Shako.
  - Ladies, it is recommended that you learn how to make your hair into a “Show Bun,” a tightly wrapped hair bun that fits comfortably underneath the Shako.
- There are only certain types of jewelry that are allowed to be worn in uniform. They are as follows:
  - A simple chain or necklace may be worn as long as it is underneath the jacket and cannot be seen while the jacket is on.
  - Simple stud earrings are the only type of earrings that may be worn to football games. Dangly earrings, hoops, etc., are not permitted.
  - No other facial jewelry of any type is permitted while in uniform. This includes but is not limited to eye-brow piercings, lip piercings, nose piercings, tongue piercings, or any excessive ear piercings such as gauges.
  - No bracelets or rings are permitted to be worn while in uniform.

There are certain rules that apply specifically to student behavior while in uniform. They are as follows:

- It is never appropriate to run while in uniform.
- It is never appropriate to be by yourself in uniform. If you are going somewhere at a football game or competition, always take a buddy and walk with them.
- There is no gum allowed while in uniform.
- Extra caution needs to be taken while eating in uniform. Please stay away from condiments such as ketchup and mustard that can easily stain the uniforms. Please let a uniform volunteer know immediately if something gets on your uniform.
- There is no horseplay or rough-housing of any kind permitted while in uniform. This includes on the buses on the way to and from events.

Any uniform violation can and will result in immediate consequences. Consequences are at the discretion of the band directors and may range from students not being able to participate in certain events to full suspension from band activities.

#### **4.7: Marching Band Rehearsal Uniforms and Water Jugs**

Students are required to wear a designated uniform to each and every marching band rehearsal. We do this for a number of reasons. First, it allows us to clean the drill or visual package with much greater ease. Second, by regulating what students are wearing to rehearsal, we can make sure inappropriate and potentially dangerous clothing such as jeans, poor shoes, etc., are not worn. The rehearsal uniform will include the following:

- Collins Hill High School Marching Band Member T-Shirt. Each student will be given four of these shirts at the beginning of the season and will be expected to keep up with them throughout the marching season.

- Collins Hill High School Marching Band Member Shorts. Each student will be given two pair of these shorts at the beginning of the season and will be expected to keep up with them throughout the marching season.
- Athletic shoes. Please note that the following types of shoes are NOT approved for marching band rehearsal: TOMS, skating style shoes such as Vans or Etnies, Vibrams or other 5-finger style shoes, flip-flops, Chacos or other strappy-sandals. Taking care of your feet is absolutely essential to what we do and the proper shoes will help ensure that your feet and legs stay in the best shape possible.
- Hats and sunglasses are permitted and strongly encouraged.

Students who arrive at rehearsal without proper rehearsal wear will be asked to call home in order to get what they need. They will then be asked to stand on the sideline at attention until they are in full and proper rehearsal wear. Once colder weather starts to show up in late September and October, we will discuss options for keeping warm at rehearsal.

In order to help keep students hydrated during warm weather rehearsals, each student must bring a water jug with them to each rehearsal. Water breaks will be given often and it simply takes too long for students to go get water from the nurse's area. Water jugs are required to be at least one half gallon sized and are recommended to be bigger, up to the full gallon size. Water jugs like the one pictured below are very affordable and can be found at many stores including Wal-Mart, Target, and Dick's Sporting Goods. Students who do not have a proper water jug at rehearsal will not be allowed to participate. Note that 20 oz water bottles, Gatorade's, energy drinks, are not okay substitutes for rehearsal hydration.





## 4.8: Leadership Team

In order to help facilitate just about everything we do at the Collins Hill Bands, we enlist the help of our outstanding young student leaders. These students have responsibilities that go way above and beyond what we ask of our typical members. Here are just a few of the many leadership expectations:

- Representing the band, school, and community in the best manner at all times
- Being the best supporter of the directors, staff, and each other
- Being impeccably prepared and be willing to adapt as needed
- Mastering the sequence of instruction to techniques and fundamentals and how your director adapts to your fellow members learning styles, learning rates, and maturity levels
- Being willing to critique and hold yourself and other leaders to a higher standard
- Arrive at each rehearsal 30 minutes early and stay 30 minutes following

The leadership process begins in the spring when students are asked to complete the leadership application process, a thorough four-part process that allows us to really see who is dedicated. The leadership application process can be viewed in the Appendix of this handbook. At the end of this process, the leadership team is chosen.

Leadership team members are essential in providing answers to all members of the band. Band Directors will communicate all important information to the leadership team members.

Here are brief descriptions of each leadership team position:

**Drum Majors:** These students are the student conductors for the marching band and are responsible for setting the pace and flow for each rehearsal. Their other responsibilities are many, more or less serving as the right hand assistants for the directors and staff members. Drum majors must be prepared to handle any issue or problem thrown at them by directors or staff while still maintaining a positive and working relationship with all members of the ensemble. Time demands on these individuals are very high, typically needing to arrive early and stay after rehearsal for upwards of 45 minutes.

**Captains** (Woodwinds, Brass, Percussion, and Guard): The captains represent the highest ranking on-field marching members in each respective section. Along with the drum majors, captains are in charge of conveying important information to members of their section and helping to control on-field discipline and performance levels with extremely high standards. If the members of a given section are not living up to behavior or performance standards, it is expected that the captain will address the issues before or after rehearsal. Time demand on these individuals is high, typically needing to arrive early and stay after rehearsal for 30 minutes or more.

**Section Leaders:** The section leaders are the group most directly involved with the day by day maintenance of their section. This includes checking attendance, making sure everyone has what they need for rehearsal, making sure people are up to speed on all schedule information, and dealing with minor on-field discipline/performance issues. Time demand on these individuals is high, typically needing to arrive early and stay after rehearsal for 30 minutes or more. Section leaders will also serve as members of the Student Roadie Teams.

**Librarians/Directors Assistants:** These students are in charge of any music, drill, handouts, copies, and anything else relation to the care and general upkeep of the music library, as well as any other small tasks that the Directors deem important. Primary responsibilities include copying and distribution of drill and music. These students are expected to spend at least some time in the music library each week in order to maintain the efficiency and organization that is expected from that room. They are also expected to check with Directors before leaving at the end of the day to make sure that necessary tasks have been completed.

**Logistics Team Captain(s):** These members are in charge of managing the Logistics Team (Made up of Section Leaders and Volunteer Students), which are in charge of making sure the band is prepared for rehearsal from an equipment perspective. This can include water coolers/ice, medical supplies, nurse's tent, and anything else the Directors deem necessary for rehearsal. The Captains are in charge of delegating and making sure their team members are completing all assigned tasks.

## **4.9: Band Camp**

Band Camp is an intense two weeks period in July with the goal of preparing students for the marching band season. Students focus on many things over the course of these two weeks including the fundamentals of marching and playing as well as learning the beginning parts of the competitive marching band show. It is also intended to instill the sense of team work and camaraderie that is needed to build a great marching band. Although band camp can be a long two weeks, full of sweat and exhaustion, it can also be a fun and vastly rewarding experience where students build friendships and respect for their fellow band members.

### **4.9.1: Schedule**

Please consult the full marching band schedule listed in the appendix for information about the band camp schedule

### **4.9.2: Band Camp Meals**

Dinner is provided to students on Monday, Tuesday, Thursday, and Friday during the second week of band camp. The food is donated and prepared by volunteer parents. Parents can sign up to send food items that have been requested and may also sign up to help prepare the food during band camp itself.

All lunches during band camp must be brought by each student each day. There is no food provided by the band during the lunch hour. It is also very important to note that **IT IS AGAINST BAND POLICY TO LEAVE THE CAMPUS DURING MEALS TO GO GET FOOD!** This means trips to any kind of fast food establishment are strictly forbidden during band camp.

### **4.9.3: Coping with the Summer Heat**

The band staff is keenly aware of the challenges that come with the heat that is common in July in Georgia. The band has multiple nurse volunteers and there is always a nurse on duty during band camp. At each marching rehearsal there is water available to refill the student's water jug cooler. Fans and mist (when needed) are also provided during breaks. Nurses will go onto the field if they suspect a student is not looking well or if the staff alerts them to a student who needs assistance.

#### **4.9.4: Opportunities for Parent Involvement**

Band Camp is a great opportunity for all parents and especially 9th grade parents to get involved. Tasks include helping provide water during practices, helping at the nurse's tent, helping move equipment ("roadies"), and helping with lunch or dinner. You can also sign up to donate food and drinks for meals and snacks.

In addition to supporting the band, parents who help with band camp also get a chance to see the tremendous progress that is made during the two week period. Many parents find it interesting to come to the practice field to watch the rehearsals. For 9th grade parents, it can be quite surprising to see the amazing effort put in by both the band staff and students. Coming to watch the marching band rehearsals and the tremendous transformation that students go through over the two weeks will only reinforce the notion that your student is taking part in a top flight organization.

#### **4.10: Friday Night Football Games**

One of the most important functions of the Screamin' Eagle Marching Band is supporting our football team on Friday nights. We will attend all football games including away and playoff games, which can extend well into November and even December. Please make sure that you take a look at the full marching band calendar including the football game schedule and in particular, the playoff football schedule.

Below you will find what a typical schedule for a Friday Night Football Game might look like. Note that this schedule can vary greatly depending on home vs. away, distance to travel, etc. Students will be provided with schedules by Wednesday of each game week.

- Between 4:45pm and 5:30pm: Report to CHHS. Time depends largely on whether the game is home or away.
- Between 5:45 and 6:15pm: Students get into uniform and meet in commons area. This time is either to warm-up as an ensemble or to go through uniform inspection before getting on the buses to travel to an away game.
- 6:45pm: Line up in commons area.
- 7:00pm: March as a full band to the stadium.
- 7:00pm to 7:30pm: Before the game begins, we typically play a good amount of pep music in order to try and excite the crowd. Then we will play the national anthem and then the fight song as the team runs through the banner.
- 7:30pm to 8:10pm: Play in the stands throughout 1st quarter and about half of 2nd quarter. With 8 minutes left on the clock in the second quarter, the band will exit the stands and head for the end of the track, where we will warm up and prepare for our halftime performance of the show.
- Between 8:15pm and 8:45pm: Perform our competitive halftime show. Note that the band from the away school will almost always perform first at halftime.
- 8:45pm: Students get the entire third quarter as a break. They may use this time to eat concession food or simply hang out with their friends.
- 9:15pm: The band plays in the stands throughout the 4th quarter.
- Between 9:45pm and 10:15pm: At the end of the game, we will once again line up as a group and proceed to march back up to the band room where we will meet, and then dismiss. Note that there

is a lot of flexibility in this time depending on the length of the football game and any special events happening at these game such as the homecoming court presentation or youth night. This time could obviously be a lot later in the event of an away football or a game that goes to overtime, etc.

The time for students to be picked up after football games can vary greatly due to a number of reasons that are listed above. We ask that students try to communicate with their parents during the 4th quarter that the game is ending soon and that they will need a ride soon after that. For away games, some trips take 10 minutes and some take an hour. Again, we encourage students to communicate with their parents on the bus ride home when they will return to Collins Hill and be ready to be picked up. The most important thing for parents to remember is to please be flexible and understand that we do everything we can to get the band and your students home in a timely manner. When picking up students, also be aware that we are also moving large equipment and may route traffic to facilitate this process

If it is raining on a Friday afternoon and there is the threat of rain into the night, the best thing for parents to do is stayed tuned to the website, Facebook feeds, and Remind text messages for announcements. Most of the time, unless there is a 100% chance of heavy showers all night, we will make an attempt to attend the football game. The "Rain Uniform" for the marching band is blue-denim jeans, the show shirt, and athletic shoes like the kind worn to practice. It is a good idea for students to be prepared with this alternate uniform each and every Friday night, just in case. We try to make decisions about rain cancelations as soon as we possibly can so please understand and be flexible as our plans change.

#### **4.11: Competitions**

Contests, festivals, and other adjudicated activities are all important events for the Collins Hill Band program. Through these activities, we obtain valuable feedback about our progress as individuals and as a program. Although we never "live or die" by any one judge's opinion of our performance, it is important that we learn the value of giving maximum effort and standing by the results as our best possible effort for that day.

Just by their very nature, competitive performances are packed with emotion. Because of the time, work and discipline required to produce award-winning performances, we develop great camaraderie within the organization. We share hardship, discomfort, tedium, fatigue, oppressive heat, chilling cold, long bus rides, disappointment, tears, success, and joy. Along with these emotions go high levels of tension, often causing students to react immaturely. We learn to avoid these normal pitfalls and channel our energy and attention toward the goal of performance excellence and the ultimate success that will follow.

All members of the Collins Band stand silent as scores are announced and graciously accept the results, regardless of outcome. We show our appreciation and respect for those who have earned the right to score ahead of us and gracefully accept our own successes. Many of our competitors will not understand that we are able to congratulate those who are ahead of us and appreciate their performance. Those are the people that will not ever know the true reason for participating in competition, but will mistakenly equate winning with coming in first. We will come in first when we deserve too based on our performance. Until then, we know "winning" is the state of every individual having endured the hardships, taken the chance of competing, and done their personal best in the pursuit of excellence.

The band's image is based on each individual. Our public reputation is based on our appearance, our actions, and our projection of pride and organization. It is the responsibility of each member to insure that we present the best possible image at all times.

#### **4.12: Eagle's Nest Invitational**

The Eagle's Nest Invitational or "ENI" is a Marching Band competition hosted by The Collins Hill Bands. The Eagle's Nest draws the best bands from Georgia and beyond for a one-day competition. This year, The Eagle's Nest will take place on a Saturday, in October every year. Beyond serving as a competitive venue for local and not-so-local bands, ENI also serves as one of the major fundraisers for the Collins Hill Band Program.

#### **4.13: Marching Band Banquet**

At the end of the fall semester, the Collins Hill Bands host a banquet to honor the achievements of the Screamin' Eagle Marching Band. Many awards are given out including: Section of the Year, Most Improved and Most Outstanding in Each Section, Leadership Awards, as well as Letters to those who have earned it during the fall semester. In the past, this event has been catered by the band parents themselves as we ask individuals to bring in tasty dessert items for all to enjoy

## **5. Collins Hill High School Bands Financial Policy**

### **5.1: Introduction**

Your child's participation in the CHHS Band Program should be about learning to enjoy and play music in an environment that is best suited for success...not about how to pay for it! Our goal is to make sure parents have all the information up front so they have an understanding and a plan for managing the fees and costs associated with a successful program. This document is designed to give you that information, answer your questions and develop that plan for the upcoming year.

### **5.2: Answering Your Questions:**

**Why an agreement?** – The purpose of the agreement is to ensure that each parent understands the commitment that is required financially to participate in the various band programs and to make sure that the booster organization is disclosing all financial requirements of the parents upon registration.

**What are the fees?** – The student fees/costs for this school year are listed on the payment fee schedule. **If band fees are paid on time each month by the 15th, you will get to take advantage of a \$25 rebate each month.**

**How are the fees used?** – Nearly half of all fees collected are used to fund direct instruction of band students. This includes instructors to assist with musicianship, performance skills and leadership. In addition to instructors, fees are also used to offset costs associated with uniforms, instruments/repairs, competitions and logistics associated with performing at home and around the county. All board and committee members of the Screamin' Eagle Band Association are volunteers and are not compensated for their service.

**What is the fundraising obligation?** – The fundraising obligation is an annual requirement to participate in the various fundraising opportunities that benefit **both** the students and the booster

organization. These fundraisers provide the booster organization with the added funds needed to purchase additional instruction for students, purchase instruments, complete repairs on equipment and fund certain trips and events. ***Fundraising obligations can be satisfied through participation in the many programs designed to offset this fee.***

**What other costs will there be throughout the year?** – Aside from the fees, uniforms and fundraising obligation there will be very little that will be required financially. There are costs associated with attending competitions, football games, etc., but participation is at the discretion of the parents. If a trip is arranged, parents will be notified in advance and participation will be optional.

**What is a CHARMS Escrow Account?** – CHARMS is an online student account that allows parents to see the following: Fees that are due, fees that have been paid, credit that has been earned and a statement of all financial activity related to your band student. This is available to you from any computer/smart phone at any time. It is the parent's obligation to ensure they are current on their dues/fees at all times. CHARMS is the means for you to see what you still may owe and complete making a payment as needed.

**What are the ways that I can pay?** – The Screamin' Eagle Band Association accepts Cash, Check, PayPal and Credit Card payments. In addition to these payment methods, you have an opportunity to work at the Infinite Energy Arena and credits from fundraising/SCRIP can be used to pay as well. In many cases parents are able to offset most, if not all of their fees and costs by volunteering. ***For more information on fundraising and offsetting fees please refer to our website or simply ask a band volunteer.***

**What is the Green Box?** – The "Green Box" is a large wooden box that is attached to the band bulletin board in the front of the band room. It is used to submit all payments throughout the year. It is locked and secure and is only accessible by the Booster Treasurer and other designees. ***Parents may submit a payment by enclosing it in an envelope with name, telephone and what the payment is for written on the front.*** This green box is a convenient way for your band student to drop off a payment as they enter their band class each day.

**Is Financial Support/Assistance available?** – While the Screamin' Eagle Band Association does not offer a financial assistance program, we do offer ways to help parents who may not have the financial means to cover the fees and costs associated with their child's participation. We strive to provide parents with many ways of earning credit towards the fees and costs of the band program. Work at our volunteer venues and participation in the handful of key fundraisers is a great way to directly offset fees and costs. In addition, we work one on one with parents who may need help to develop a plan that allows them to meet their financial obligation. All that is required from the parent is to simply ask and we will gladly work with you. For more information, please contact the CHHS Band Booster Treasurer. (chbandtreasurer@gmail.com)

**\*\*\*\* Are Band Fees Refundable? - Unfortunately not. We plan for the year based on the number of students we have signed up. The music, repairs, equipment purchases, traveling cost, instructional cost, etc. are all based on the number of kids in band. If your student decides to quit, the family is still responsible for all fees owed. \*\*\*\***

### 5.3: Ways to Offset Band Fees and Costs

**SCRIP** - You can order gift cards through our *SCRIP Program*; a percentage of each purchase goes directly into your student's escrow account. Each gift card is valued at 100% of the purchase price, the only cost is an annual \$5 fee per family for processing. Hundreds of vendors to choose from including: Walgreen's, Chili's, Applebee's, Wal-Mart, Sam's Club and [Amazon.com](https://www.amazon.com) just to name a few. SCRIP orders can be dropped off and picked up each Tuesday evening from 6:00PM to 7:00PM in the band room. **What you need to do to benefit: Purchase SCRIP cards (100% of the purchase amount is credited on the cards) weekly to earn \$\$ for your escrow account!**

**Infinite Energy Arena** - The Booster Association has an agreement with the Infinite Energy Arena. In exchange for parents working in concession stands at their events, the Infinite Energy Arena would pay the Booster Association for the work. 100% of these funds are divided up amongst those who work. These parents also earn a share of tip money from patrons of the concession stands. Many of the parents who participate in this program have earned enough money to pay all of their band fees, uniform costs and fund trips. **What you need to do to benefit: Volunteer to work a shift at the Infinite Energy Arena to earn \$\$ for your escrow account!**

**The Eagle's Nest Invitational** - ENI is an all-day marching band competition hosted by the CHHS Band during the fall. Approximately 10-15 high school bands from the southeast will compete for top honors. The CHHS Screamin' Eagle Band will perform in exhibition as the last band of the evening. Proceeds from this event include ticket sales, program sales/ads, concessions, message grams and other appropriate product sales at the event. All proceeds benefit the general band fund.

**What you need to do to benefit: Sell ads for the Eagles Nest Invitation Program and earn 50% of each one sold for your escrow account!**

**Taste of Collins Hill** - Each year the Collins Hill High School Band program hosts this annual event. TOCH is a gathering of 20-25 local restaurants and vendors who come together to offer food to those who attend the event. This is a major fundraiser for the booster organization and provides a significant amount of funding to end of school year activities. **Tickets are sold by each member of the band program, and each is required to sell 5 (five) tickets in order to meet their annual fundraising obligation.** Every ticket sold over 5 will result in a credit to the students escrow account.

**What you need to do to benefit: Sell your initial 5 required tickets (as required for your fundraising obligation) and then earn 50% of each additional ticket (over 5) for your escrow account!**

**Sponsorships** - The Screamin' Eagle Band Association Sponsorship Program is designed to get local sponsorships through private and small businesses in the community. It generates great exposure for the sponsor, needed support for the band program and a significant contribution to your student account. With 25% of the sponsorship dollars you gather going directly to your child's band account. Numerous sponsorship levels are available from \$100 - \$1000. Each level comes with a variety of benefits for the sponsor designed to increase exposure for their business.

**What you need to do to benefit: Find a band sponsor and receive 25% of the sponsorship fee for your escrow account!**

# **A Little Time From You Earns Credit for Your Student's Band Account -- Saving You Money!!**

For more information about these and other opportunities to offset fees, visit: [www.chhsband.org](http://www.chhsband.org)

## **6: Parent Information**

### **6.1: Who Are The Band Boosters?**

The Screamin' Eagle Band Association, Inc. is a 501c3, non-profit organization. The voting membership of the organization consists of parents of current Band Program students.

It is the mission of the Booster Association, in partnership with the Director of Bands, to provide each of our students an opportunity to receive the best music education possible. We accomplish this objective by providing moral, physical and financial support to the Band Program in its effort to expose our students to the many opportunities available to them through their participation in the musical arts.

We commit ourselves to promote a spirit of fellowship and goodwill with all areas of the school and community, and always encourage our students to be the best ambassadors possible for Collins Hill High School and the band program.

#### **6.1.1: Band Booster Association Executive Board**

These individuals are elected annually and are tasked with the day-to-day operation of the Association. Their duties are defined in the By Laws. Only parents of current Band Program students are eligible to serve as elected members of the Executive Board. The Executive Board also includes the Director of Bands.

#### **6.1.2: Band Booster Association Executive Board Titles**

**President**  
**VP of Marching Band**  
**VP of Band (Auxiliaries)**  
**Secretary**  
**Treasurer**  
**Assistant Treasurer (non-voting member)**  
**Ways and Means**  
**Assistant Ways and Means (non-voting member)**  
**Director of Bands (non-voting member)**



### **6.1.3: Band Booster and Booster Executive Board Meeting Schedule**

Once the general meeting schedule for the Band Booster Association is finalized it will be included in the main calendar [www.chhsband.org](http://www.chhsband.org). We usually have two meetings a year.

The Executive Board meets usually on the first Monday of each month. This is a closed meeting.

### **6.1.4: By Laws**

The By-Laws are a set of rules under which the Booster Association is governed. The By-Laws are posted to the CHHS Band website [www.chhsband.org](http://www.chhsband.org) and are available in printed form on request.

## **6.2: How to Stay Informed**

The Collins Hill Band program does everything it can to keep members of the Band Booster Association as informed as possible. This includes announcements about meeting times, volunteer opportunities, schedule changes, fundraising opportunities, etc. There are a vast number of ways for you to stay informed including each of the following:

### **6.2.1: Website**

Our website can be found at <http://www.chhsband.org>. This website has an unbelievable amount of information on it including a current and updated calendar and information about fundraisers, sponsors, spirit-wear, the booster executive board, and many more things. The website also provides the avenues to get the most up-to-date information.

### **6.2.2: E-mail Newsletter Blasts**

There is important information going out and it will only take two or three minutes of your time to read the emails that are being sent out. If you are not currently signed up to receive emails or you have given us your email address and you never get anything, PLEASE let us know immediately. Contact

### **6.2.3: Facebook/Instagram**

You can find us on Facebook by searching for “Collins Hill Bands” and on Instagram at <https://www.instagram.com/collinshillband/>(substitute guard or drumline for band also). The Facebook and Instagram accounts are mainly used for two purposes. The first is to instantly communicate with parents about important information like arrival times after football games/competitions. For instance, we might post that we are leaving a football game and will be home at 10:45. Parents can then accurately time their arrival at CH to pick up their students. The second reason we use these accounts is to post fun pictures or updates about what students in the band programs are up to. We might post a picture from a football game or competition or a picture from a district or all-state band or winter guard competition.

Please note that band Facebook and Instagram are to be used for the distribution of information and other basic communication needs. We ask you to please keep the conversation on these social

media platforms as positive and informative at possible. Any concerns or complains should be directed to the Directors or Booster Board rather than being played out on social media.

#### **6.2.4: E-Mail and Phone for Questions/Concerns**

It is important for parents to know that they can always call or email both the Director of Bands as well as members of the Band Booster Executive Board in order to have their questions answered. Please consult the band website for the most up-to-date contact information for all parties.

### **6.3: Volunteering Opportunities and Expectations**

All parents and students of the CHHS Band program are expected to help by volunteering to at various activities. Simply stated, we need your help in order to function! With as much as our band program does, your time and effort in volunteering makes a huge difference for our organization and makes a huge difference for your student's experience. Students love getting to see their parents be involved whether they admit it or not. Remember, this program belongs to both you and your student! Be involved and be active!

The following are the main volunteering opportunities that you can participate in. For questions, please contact the listed lead volunteer for each opportunity.

#### **6.3.1: Chaperoning**

Adult supervision is required for trips and events, from football games to regional competitions and shows. Must show an ability to supervise groups of students while providing for their safety and welfare at all times.

#### **6.3.2: Concessions**

Needed for home football games as well as Eagle's Nest Invitational; working as kitchen and counter help at the CHHS stadium. No special skills required, other than the ability to work hard, follow directions, and smile for the customers!

#### **6.3.3: Roadies**

The Roadie charter is to logistically support the Band Program by building, maintaining, and moving props and equipment in support of shows and concerts. Volunteers are needed who can lift and move heavy props and equipment.

#### **6.3.4: Infinite Energy Arena**

An outside venue at which parents and students age 16 and over can earn money toward their escrow accounts, with the intent of funding their band dues/fees. As with concessions, must be able to follow directions and smile for the customers!

### **6.3.5: Nurses/Parent Volunteers**

The Collins Hill Marching Band attempts to have at least one nurse/parent volunteer present at all marching band rehearsals, competitions, trips, and events. These nurses/parent volunteers are available to handle any and all medical situations and have current health information for each student based upon forms turned in at the beginning of the season.

### **6.3.6: Eagles Nest Invitational**

ENI is a Marching Band competition hosted by CHHS. The Eagle's Nest draws the best bands from Georgia and beyond for a one-day competition. ENI is known as one of the premier competitions in the state, and everyone's help is welcome, no matter your skill set. This includes everything from ticket and program sales to security to hospitality to escorting the visiting bands to concessions.

### **6.3.7: Taste of Collins Hill**

Taste of Collins Hill is our number one fundraiser; it requires significant parents and student participation to make this a successful event. We have a committee which starts planning six months before the event, meeting once a month and then once a week starting a month before the event. This allows us to make sure we are covering any issues that need addressed. Parents can sign up to help with publicity, set up of the Silent Auction, volunteer check in, work at a restaurant booth, serve drinks in the concessions stand, help get Silent Auction donations, or work the Silent Auction. Other areas needed are tickets, signs, parking, technology, and clean up. Students sign up a few weeks before the event. They can choose from set up, working a restaurant booth, serving drinks in the concessions stand, and clean up.

### **6.3.8: Band Camp**

The two week-long camp serves to condition the students to the rigors of the marching band season. Help needed during band camp ranges from roadie help to meal serving to medical help to uniform fittings.

### **6.3.9: Band Rehearsals**

Similar to Band Camp, help needed during rehearsals can range from roadie help to meal serving to medical help. Rehearsals are typically for Marching Band/Guard and are either after school or on Saturdays during marching season. More information regarding parent and supply needs for these events will be communicated via email and Facebook.

## **7: Conclusion and Signature Sheets**

Thank you for taking the time to read through the Collins Hill High School Screamin' Eagle Band Handbook. We understand that this book is an immense document that contains an unbelievable amount of information and the last thing we want is for you to be overwhelmed. This handbook is meant to serve as reference material for answering all of your potential questions about being a student member or parent member of our fine organization. It is our intention for this handbook to be a living document, constantly being updated with the latest information and the most up-to-date policies.

Please remember that if you have a question or concern, the Screamin' Eagle Band Association along with the Band Director are only a phone call or e-mail away! We are here to serve YOU; the parents and student members of the Collins Hill High School Screamin' Eagle Band!

By signing on this page, you are acknowledging that you have read and understand all of the information presented in the Collins Hill High School Screamin' Eagle Band Handbook. You are also acknowledging that you agree to adhere to all policies, rules, and guidelines set forth by this Handbook.

### **Acknowledgement of Reading the Collins Hill High School Band Handbook**

**Parent Name (Printed)**

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**Parent Signature**

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**Student Name (Printed)**

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**Student Signature**

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**Date**

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