



# Laguna Hills High School

## Instrumental Music and Color Guard Handbook

Welcome to one of the most rewarding and exciting experiences in which you can be a part of, over the next four years. To develop and grow *OUR* beloved program into a dynamic and artistic experience, it is essential that we adhere to a common core of guidelines and principles. *Everyone should read the information in the handbook, even veterans.* Some of the information has changed, so please make sure you are informed. This handbook helps ensure that our program runs smoothly and efficiently, allowing us to concentrate our efforts to our core objectives: Experiencing Music, Performing at a High Level, and Making Memories. Most questions can be answered by the Handbook, and policies might be adjusted year to year as the need for clarity arises within the program. Remember, this is *OUR* program, during *YOUR* time in High School. Let's Make the Most of it. GO HAWKS!!

### **COURSE OBJECTIVES/ CA MUSIC STANDARDS**

- Develop respect for and knowledge of the care and maintenance of the various winds, percussion, and color guard equipment.
- Master the fundamental techniques needed to perform at a high level, including but limited to, development tone quality, embouchure, posture, sticking, body control, and stage presence.
- Improve musicianship skills including: intonation, sight-reading, articulation, phrasing, theory, and interpretation.
- Become aware of and be able to perform a wide variety of musical styles and forms.
- Develop an increasing respect for the history and the aesthetic beauty of Western Performing Art.
- Develop the discipline and coordination associated with basic musicianship and marching techniques.
- Become aware of the personal discipline required to become a good performer and a lifelong learner.

### **CLASSES OFFERED AT LHHS**

- Marching Band (first semester only)
- Color Guard
- Symphonic Band
- Wind Ensemble
- Orchestra

## BASIC COURSE OUTLINE FOR INSTRUMENTAL MUSIC

FIRST SEMESTER	SECOND SEMESTER
<p><u>August</u></p> <ul style="list-style-type: none"> <li>○ Marching Band Camp (8:30-11:30 AM &amp; 12:30-4:30 PM) <i>NOTE: this is a requirement for all students wishing to participate in the Marching Band or Color Guard</i></li> <li>○ Learn pep band music for football games</li> <li>○ Annual LHHS Instrumental Music potluck</li> <li>○ Parent Booster Meeting</li> <li>○ School starts--Marching Band practice begins after school</li> </ul>	<p><u>February</u></p> <ul style="list-style-type: none"> <li>○ Continue with music fundamentals</li> <li>○ Continual work on Festival Music/ Spring Concert</li> <li>○ Winter Programs finish show and go to competitions</li> <li>○ Parent Booster Meeting</li> <li>○ Mandatory All Parent Meeting</li> </ul>
<p><u>September</u></p> <ul style="list-style-type: none"> <li>○ Auditions for chair placement in Symphonic Band &amp; Orchestra</li> <li>○ In-class work on music fundamentals               <ul style="list-style-type: none"> <li>▪ rhythm counting, articulations, tone quality, intonation, scales</li> </ul> </li> <li>○ Memorization of Marching Band music completed</li> <li>○ Begin concert literature</li> <li>○ Marching Band performs at football games</li> <li>○ Parent Booster Meeting</li> <li>○ Mandatory All Parent Meeting</li> </ul>	<p><u>March</u></p> <ul style="list-style-type: none"> <li>○ Continue with music fundamentals</li> <li>○ Perform at District Festivals</li> <li>○ Perform at Spring Concert</li> <li>○ Jazz to start Festival Season</li> <li>○ Parent Booster Meeting</li> <li>○ Winter Season Competitions</li> </ul>
<p><u>October</u></p> <ul style="list-style-type: none"> <li>○ Continue with music fundamentals</li> <li>○ Prepare for Fall Concert               <ul style="list-style-type: none"> <li>▪ (Symphonic Band, Wind Ensemble, Orchestra)</li> </ul> </li> <li>○ Marching Band performs at football games and Competitions*</li> <li>○ Parent Booster Meeting</li> </ul>	<p><u>April</u></p> <ul style="list-style-type: none"> <li>○ Continue with music fundamentals</li> <li>○ Prepare for Last Concert</li> <li>○ Spring Tour during Spring Break</li> <li>○ Continue Jazz Festivals</li> <li>○ Area Band Concert</li> <li>○ Winter Season Championships</li> <li>○ Parent Booster Meeting</li> </ul>
<p><u>November</u></p> <ul style="list-style-type: none"> <li>○ Continue with fundamentals</li> <li>○ Begin working on Winter Concert music</li> <li>○ Marching Band performs at football games, competitions</li> <li>○ Marching Band travels to WBA Finals in Fresno</li> <li>○ Perform in local Holiday Parades</li> <li>○ Begin Winter Guard and Winter Drum Line routine</li> <li>○ Begin Jazz Band</li> <li>○ Parent Booster Meeting</li> <li>○ Begin Mattress Fundraiser</li> </ul> <p><b><u>Before Thanksgiving Break: All audition tapes for Honor Groups are due</u></b></p>	<p><u>May</u></p> <ul style="list-style-type: none"> <li>○ Continue with music fundamentals</li> <li>○ Last Concert of the Year</li> <li>○ Parent Booster Meeting</li> <li>○ TESTING</li> </ul>
<p><u>December</u></p> <ul style="list-style-type: none"> <li>○ Continue with music fundamentals</li> <li>○ Symphonic Band, Wind Ensemble, Orchestra perform at Winter Concert</li> <li>○ Continue working on Winter Program routines</li> <li>○ Parent Booster Meeting</li> <li>○ 3<sup>rd</sup> Annual Mattress Fundraiser</li> <li>○ Winter break!</li> </ul>	<p><u>June</u></p> <ul style="list-style-type: none"> <li>○ Annual Instrumental Music Banquet</li> <li>○ Drum Major/ Student Leadership Auditions</li> <li>○ Symphonic Band, Wind Ensemble, and Orchestra perform at Graduation</li> <li>○ School is out!</li> </ul>
<p><u>January</u></p> <ul style="list-style-type: none"> <li>○ Continue with music fundamentals</li> <li>○ Begin Work on Festival Music/ Spring Concert</li> <li>○ Work on sight-reading in Symphonic Band, Jazz Bands and Orchestra</li> <li>○ Continue to prepare for Winter Season</li> <li>○ Parent Booster Meeting</li> <li>○ End of 1<sup>st</sup> Semester</li> </ul>	

## SO WHAT IS BAND CAMP?

Almost every high school with a marching band program has a training camp before school starts in the fall. Here at Laguna Hills High School, we have two weeks of “basic training” using outside instructors, when possible, to drill the students on marching fundamentals and prepare them for the upcoming competitive season. Color Guard members and musicians work together as one group, usually during the morning hours, learning marching fundamentals and the drill for our half-time shows at football games and competitions. In the afternoons, students are usually separated into their own sections, with the color guard working with an instructor, the percussion working with an instructor, and the winds having sectionals and working on the music together. Marching Band students will have a pre-arranged time to go to Hawk Walk together as a group and pick up their schedules for the fall to minimize disruption as possible to our camp schedule.

Band Camp time is critical to the success for the Marching Band fall season. There is approximately a month worth of normal practice time compressed into two weeks. **All Marching Band members (winds, percussion and color guard) are expected to attend Band Camp!** If there are unavoidable conflicts with family vacation plans, it is your responsibility to notify the Director as soon as possible regarding what camp, if any, you will be able to attend. Students not attending Marching Band Camp will fall behind significantly and may or may not be able to catch up. Please avoid conflicts with Marching Band Camp if at all possible.

Band Camp isn't all just hard work. BAND CAMP IS FUN! It is a time of group building and getting to know everyone. Social activities are included whenever possible, with a family potluck on the last day to showcase everything that we have learned. School spirit, respect for school and band traditions, uniform fitting, as well as new students getting to know older students and the general layout of the school are all part of the band camp experience. This is our fall training camp. Imagine baseball without spring training or football without summer pre-season conditioning. Then you can begin to understand the importance of marching band camp for musicians and color guard members.

Marching Band Camp will start on time and end on time -- you can count on that. You can prepare for camp by keeping your “chops” in shape this summer and maybe even attending a summer music camp! You will receive notification in early August to remind you about band camp.

### What to Bring to Band Camp:

**Students should bring** water to drink, their instrument or guard equipment, a pencil, snack, lunch or money, and positive energy. We will be working outdoors much of the time, in mostly warm-hot weather. It is highly recommended that you dress in cool and comfortable clothing: shorts, T-shirts, head protection, and sunglasses. **Socks and lace-up athletic type shoes are required** to avoid tripping and injury to the feet. Sandals or any type of open-toe or open-heel footwear are not allowed. Other items recommended are lip balm, sun-block, and a hat. *A good rule of thumb is that if you need it at the beach, you need it at Band Camp*

## GRADING CRITERIA FOR INSTRUMENTAL MUSIC CLASSESSES

Grades for *ALL* courses will be based on the following percentages:

- Daily Participation and Attitude = 40 %
- Concert Attendance = 40%
- Homework and Tests = 20%

## PARTICIPATION

The following conditions must be met in order to receive full credit for completed class work:

- You must have a fully playable **instrument/equipment** at all rehearsals.
- You must have a **pencil** and all appropriate **music** at every rehearsal.
- You must make a positive contribution towards all rehearsals.
- You must properly put your **instrument, stand, chair and music folder** away at the end of each rehearsal.
- You must practice your music outside of class to be prepared for class rehearsal.

## **ATTENDANCE POLICY**

The only excusable absences are prearranged school conflicts and those excused by the school for regular attendance records, e.g., illness, death in the family. Individual needs will be addressed as they occur. Student work is not an excuse for missing a band activity. This system is subject to modification by the Director.

*For all absences, the following procedure must be followed by the student and parent:*

- The Director must be notified two weeks in advanced by the parent.
- An Absentee request with both the parent and student signature must be filled out and submitted to the Director.
- For illness, a parental note or doctor's note must be submitted.
- In extreme cases, a phone message or email will be accepted, with a follow up personal call.

A mere filing of an Absentee Request form does not constitute automatic approval.

Students will make up all tardiness at the conclusion of rehearsal or at a scheduled appointment.

## **RESPONSIBILITY OF THE STUDENT**

1. Be on time to all rehearsals.
2. Refrain from excessive playing or movement between down time.
3. Show respect to the Director, staff members, parents, and other students.
4. Come to the rehearsal with a good attitude.
5. Make an effort to improve on a daily basis, establish good practice routines.
6. Maintain a strong academic standing in all course work.
7. Become responsible and assume responsibility for your own actions.
8. Be responsible for your actions on social media.
9. Refrain from gossip and confrontation with other students.
10. Practice and Perform with insight. Have artistic expectations.

## **THE IMPORTANCE OF ATTITUDE**

The greatest single factor that will determine the success of any individual or organization is **attitude**. The kind of person you are is an individual choice, and your expression of how you feel about something or someone is one of the few independent choices you have in life. It takes dedication to reach and obtain goals. The right attitude must be present along with sincerity, concentration, respect, and dedication as the basic foundation of *OUR* program. Such exemplary attitude not only enhances artistic performance but also marks the difference between a winning organization and a mediocre group.

## **THE IMPORTANCE OF DISCIPLINE**

Because of the nature of the organization, band discipline must be strict. Students and parents must believe in the ideals, principles, and philosophy of the organization. Each member must always be aware of good behavior and be an independent thinker. Any misconduct casts a bad light on the school, community, and band program. Any member who discredits the organization by their conduct or actions shall be subject to dismissal from the LHHS Instrumental Program, or may lose privilege within the program. A negative choice from one individual impacts the entire membership. All decisions will be at the Director's discretion.

## **PROGRESSIVE DISCIPLINE**

**We will be following all SVUSD Guidelines for appropriate classroom standards and practices. Please refer to your LHHS Student Handbook for a complete listing of the Progressive Discipline Policy.**

**As a reminder, these are a list of the possible infractions that could lead disciplinary actions:** excessive talking, failure to participate, inappropriate behavior, inappropriate displays of affection, inappropriate language, inappropriate use of equipment, lying, teasing and/or derogatory remarks, throwing foreign objects, unprepared for class, use of unapproved electronic devices during class instruction (as defined by teacher), leaving class without permission/out of class beyond reasonable amount of time, general lack of respect for self, others, or the program.

## **CONCERT DRESS**

Dress theme for concerts is **Black Tie** or **Tuxedo Style**. This means formal and **conservative** black—no other colors unless directed. A student not wearing appropriate attire has the possibility of not being able to perform in a concert setting, resulting in a non-performance grade.

<b>Ladies</b>	<b>Gentlemen</b>
<ul style="list-style-type: none"><li>• Black dress, black pantsuit, or black skirt with a white top</li><li>• Hem below the knee</li><li>• Black, closed-toe, dress shoes</li></ul> <p>NOTE: Failure to meet attire requirements will result in mandatory uniform outfits in future events.</p>	<ul style="list-style-type: none"><li>• Black suit or black dinner jacket with coordinating black trousers</li><li>• White, long-sleeved, dress shirt</li><li>• Black bow tie</li><li>• Black dress shoes</li><li>• Black socks</li></ul>

## **MARCHING BAND UNIFORM**

The LHHS Marching Band Uniform represents a sense of pride in both the LHHS Instrumental Program and the School which we represent. A marching band uniform will be checked out to each member of the marching band during band camp. It is the responsibility of each student that the uniform is returned in the exact same condition it was borrowed. If at any time during the season the uniform needs to be cleaned, it is the responsibility of the student and should be done without impact to the program or the calendar. Students are responsible for purchasing their own marching band shoes. An order form will go out during band camp uniform fitting.

## **COLOR GUARD/ WINTER GUARD/ WINTER DRUMLINE**

Because of the customization required for these uniforms, they are the financial responsibility of each performing member and are kept by the student as individual property at the end of the season. An outfit description and cost will be sent with the students at the earliest availability.

## **WINTER GUARD/ WINTER DRUMLINE MEMBERSHIP**

Winter Programs are seen as the continuation of the academic and competitive experiences of the Marching Band season. Memberships into these programs are on the recommendation from both the Director and instructional staff. Memberships are allocated in order of priority as follows:

1. Incumbent students
2. Fall season participants of Marching Band
3. Students in the music program
4. Any remaining spots thereafter will be made available for auditions to the general school population as needed.

## **TRANSPORTATION**

Students are to travel to and from performances in designated school busses or school-arranged car pools. *Students will not be allowed to leave in the middle of a "field trip."* A permission slip must be on file for a student to participate in a field trip. Other issues regarding transportation:

- If a conversation can be heard in the front of the bus, it is too loud!
- There will be NO hanging out of or talking out of the bus windows.
- There will be NO talking in towns or stadiums. This is for safety and show of good character, as well as courtesy to the bus driver.
- Please keep the bus clean, pick up after yourselves, and always thank the chaperones and the driver.

## HOTEL POLICY

1. Parents and students will be responsible for any incurred charges during the trip.
2. There will be no one of the opposite sex in your room unless the door is open at all times.
3. Please refrain from playing your instrument in the room.
4. Room service is not allowed without permission.
5. All school rules will be enforced on trips.
6. No one is to leave the hotel alone. Any student found leaving the premises without permission will face disciplinary action.
7. Profanity is never accepted.
8. There will be a clear lights out every evening.
9. Students are not to leave their room after lights out.
10. Band members are expected to be at the right place at the right time, ready to go.

## INSTRUMENT RENTAL/EQUIPMENT

All Instruments, music, folders, uniforms, and miscellaneous equipment assigned to you are your responsibility. A student who wishes to borrow an instrument must file an Instrument Check Out form with the Director. Repairs for standard wear and tear will be covered by the music program. Repairs due to negligence, lack of common sense, or abuse will result in the student paying for damages. If the instrument is stolen or lost while checked out to you, you will be responsible for the replacement value. Percussion players are responsible for their own drum sticks.

## FACILITIES

The use of Band/Color Guard facilities before, after, and during school is a privilege. Students who abuse the facility will be disciplined accordingly. Any abuse or damage will be viewed as vandalism and could result in lose of privilege. **No outside students are permitted in the locker room, color guard room, or band room** except with permission from the Director. There will be no horseplay at any time in any school facility. All percussion and guard equipment is off limits to anyone not specifically designated to use them. There will be no storing of personal items at any time in the locker room. Food and drink are never allowed to be in any room under any circumstance without the Director's permission. All lockers must be cleaned out and instruments taken home before the three major school breaks—Thanksgiving, year end, and spring break. The facilities use agreement is subject to revisions at any time at the discretion of the Director.

Practice rooms are to be used for practice only and not for personal conversation. The room should remain neat after every use.

## TUTORIALS

All tutorials intended to prepare for a performance are required. Students that have lower than a "C" grade in any class will not be allowed in the band room for tutorial. The locker room will be closed 5 minutes after the start of tutorial till 5 minutes before the end of tutorial. Sorry, no exceptions.

## LETTERS, CHEVRONS, GOLDEN TICKET, and HALL OF FAME

Letters, Chevrons, and LHHS Hall of Fame represent the highest honor that the program can bestow upon a student. For eligibility, the following requirements must be met:

<b>Letters</b>	<ul style="list-style-type: none"><li>○ Participate in Marching Band for 2 consecutive years, or 3 consecutive years in Classroom Music.</li><li>○ Attend all performances unless excused by the Director.</li><li>○ Have no major disciplinary action on record.</li></ul>
<b>Chevrons</b>	<ul style="list-style-type: none"><li>○ Be a student in an approved leadership position.</li></ul>
<b>Golden Ticket</b>	<ul style="list-style-type: none"><li>○ Complete 4 years of Classroom Music.</li><li>○ Attend all performances unless excused by the Director.</li><li>○ Have no major disciplinary action on record.</li></ul>
<b>Hall of Fame</b>	<ul style="list-style-type: none"><li>○ Complete 4 years of Classroom Music, 4 years of Marching Band, and 4 years of Winter Program.</li><li>○ Attend all performances unless excused by the Director.</li><li>○ Have no major disciplinary action on record.</li><li>○ Be a positive role model for the program.</li></ul>