



**LIBERTY
HIGH
SCHOOL**

2013-2014

**BAND
HANDBOOK**

**“Establishing TRADITION, through the pursuit of
EXCELLENCE, that builds upon SUCCESS!”**

Parents:

**This is long, but please read!
It will save time and phone calls.**

MISSION STATEMENTS

Liberty High School Mission Statement

Liberty High School, a diverse student-centered community, provides a safe, compassionate, and adaptive environment where there are opportunities to pursue comprehensive experiences that inspire, motivate, and empower students to achieve success in a dynamic world as they discover dreams and ambitions through a tradition of excellence.

The Liberty High School Band Mission Statement

The mission of the Liberty High School Band Program is to provide a quality instrumental music education for all students. Numerous course offerings (Wind Ensemble, Symphonic Band, Concert Band, Jazz Band I and II, Marching Band, Small Ensembles, Solo Experiences, Pit Orchestra, Pep Band, etc.) give every student a place to be successful when striving to achieve a high level musical expectations. In addition to increased musicianship and performance skills, the band program will serve to develop overall character, self discipline, a sense of belonging, teamwork, time management, dedication, individual and group leadership skills, cooperation and responsibility.

PURPOSE OF HANDBOOK

The purpose of this handbook is to help the band run smoothly, productively, and to help students become better musicians. This handbook is designed as a guide to inform you of the rules, regulations, standards of conduct and etiquette, and policies of the band.

Items printed in black pertain to the ENTIRE BAND PROGRAM-Wind Ensemble, Symphonic Band, Red Concert Band, Blue Concert Band, Jazz Band I and II, Small Ensembles, Marching Band.

Items printed in blue only pertain to the Marching Band.

LIBERTY HIGH SCHOOL BAND OFFICE

Genice Matzke
Director of Bands
8720 Scarborough Drive
Colorado Spring, CO 80920

School Phone: 719-234-2288
Voice Mail: 719-234-6443

Email: genice.matzke@asd20.org Best and fastest way to reach Mrs. Matzke. If you do not receive a reply within 24 hours, please resend or phone the band office. Your email may go into “Junk” email which is not checked regularly.

Sean Hedding
Assistant Director of Bands
8720 Scarborough Drive
Colorado Springs, CO 80920

School Phone: 719-234-2288
Voice Mail: 719-234-TBA

Email: sean.hedding@asd20.org Best and fastest way to reach Mr. Hedding. If you do not receive a reply within 24 hours, please resend or phone the band office. Your email may go into “Junk” email which is not checked regularly.

OFFICE HOURS

Daily 6:45-7:45am
EXCL Monday, Wednesday, Friday
Nov. 15-end of school year Monday-Thursday 3-4pm

COMMUNICATION

The Liberty High School Band Program will be developing and/or updating several means of relaying important information to students and parents. Each of the following are important links between the Band Directors, students, and parents. Please make a note of each of our communication lines and stay in the loop.

The Band Office:

Call or email the Band Office with questions for Mrs. Matzke or Mr. Hedding, or if you should have a conflict. The most reliable way to contact us is through E-mail.

Liberty Band Boosters:

No matter what band(s) your child is a member of **YOU, the parent, ARE A MEMBER** of the Liberty Band Boosters (LBB). This organization helps the ENTIRE band program.

This is a great organization in which to be involved. This organization is also a great way to receive information about the band program and how you can help make our band a huge success. Please make sure that the band boosters have your contact information by sending it to them at the above email address.

www.libertybandboosters.org Website
libertybandboosters@gmail.com Email

The Liberty Band Boosters have 5 general meetings a year that **PARENTS** should attend. The meetings are held in the band room (or auditorium) at 6:30pm. The dates are as follows:

Monday, September 9
Tuesday, November 12
Tuesday, January 14
Thursday, March 13
Monday, May 5

GENERAL CONDUCT

*All student rules found in the Liberty High School Planner apply to the band program.

*Band members are expected to act mature and responsibly both in the band room during rehearsals and in a performance situation. If we expect to have a good audience for our performances, we have to be a good audience for others.

*When performing at concerts, festivals, and/or clinics please be a respectful audience for the other bands performing.

*When performing at athletic events be attentive to the team throughout the game.
Maintain a sportsman-like attitude NO MATTER WHAT.

REMEMBER: You are representing the band program as well as Liberty High School.

*Before you act ask yourself:

If everyone in the band had my attitude would the band be better?

If everyone in the band did what I am doing would the band be better?

***No gum is allowed in the band room. If this is a constant problem, your grade will be impacted!**

PERFORMANCE CONDUCT

*All members of the Liberty Band Program are expected to conduct themselves with the highest degree of integrity, professionalism, and character at all times when we are in the public for a performance. Inappropriate behavior will not be tolerated at any time while in uniform or in public.

*Band members are expected to be in the Band room (or other designated area) dressed for the performance, with everything they need, at the call time designated by the Director.

*We will always move as a group, and sit as a group.

*Non-Band members are not allowed to sit with the Band

*While at a performance venue (LHS or other), sit quietly, listen attentively, set an example for the rest of the audience, and be considerate of other groups or ensembles that may be performing. They have worked just as hard as you have. Be attentive, considerate, and respectful at all times.

*Once the performance is complete if we are at LHS, please strike the stage and put away all equipment. If we are performing away upon our return please properly put away all equipment. If the equipment trucks are being used, all students will stay and help unload.

*No gum is allowed.

REHEARSALS

*Performing in a musical organization (unlike most other group activities) requires constant participation from every member. There is no backup bench, or system of first, second, and third string replacements to count on. The progress of the group is directly dependent on the constant participation of each member. **Therefore, all rehearsals are required.**

***No gum is allowed in a rehearsal. If this is a constant problem, it will impact your grade.**

*Rehearsals will start and end on time provided rehearsal time has not been wasted. On time means ready to play with instruments out, music on stand, a pencil, music stand (if needed), [coordinate sheets/drills](#), [dot books](#) other necessary equipment (reeds, mutes, etc.), and in your assigned seat (spot on the field). Remember:

To be EARLY is to be on time.

To be on time is to be LATE.

To be late is to be WRONG!

***Rehearse the way you want to perform!** During performances you need to be alert, confident, and relaxed enough to perform to the best of your ability. You will accomplish this if you work hard in rehearsals.

A productive rehearsal “looks” this way:

- Come in to class, get out instrument and music [or dot books](#), sit in assigned seat [or set appropriate drill](#)
- Look on board for music order and other instructions; put music in order
- When director is on the podium there is no talking; students should only take 5 seconds to notice that the director is on the podium.
- You are expected to be working and concentrating on the music [and/or drill](#). No discussions about anything during rehearsal
- Have ALL appropriate equipment-including a PENCIL. Do not count on using someone else’s music ([or drills or dot books](#)) at rehearsals.
- Do your best to play your part and set goals for your home practicing based on rehearsal; practice at home, rehearse at school
- When director is off the podium, visiting and practicing is allowed
- Self-discipline, good posture, and good playing habits are expected.

*It is very important that each band member be at all rehearsals except when prevented by a **significant** personal illness (a cold is not a significant personal illness☺) or a true family emergency or event (wedding, funeral). Students are expected to plan personal (dentist/ortho, hair cuts, etc.), family and other school activities around the rehearsal schedule, including sectionals. **(Please see Scheduling Medical Procedures)**

Homework for other classes is important. Band members must learn to budget their time in order to accomplish their homework and still make all rehearsals and performance obligations. Band students develop excellent time-management skills.

*In the event that a rehearsal will be missed (including marching band rehearsals) please notify Mrs. Matzke or Mr. Hedding **IN WRITING** as soon as possible (at least two weeks prior to the event). Believe it or not your absence can cause changes to the rehearsal that need to be figured out ahead of time.

*Points are awarded daily for attendance and participation in band class. To **MAKE UP AN ABSENCE** and receive up to 100% of the missed points, 90 minutes of supervised practice in the band area are required (or 45 minutes for a 3rd block class). Students will check-in with Mrs. Matzke or Mr. Hedding, log your practice on an “Absence Make-Up Form”, and turn in the form at the end of your make-up time. These make ups need to be completed within 3 weeks of the missed class time. It is the student’s responsibility to contact Mrs. Matzke or Mr. Hedding immediately upon their return from an absence.

*Excessive absences from school will hurt your grade even if you can play your part and have passed the individual tests. It is very hard to replace other’s time and make up a rehearsal. **Missing a rehearsal slows down the progress of the ensemble. Remember: A rehearsal is not for you to practice your part. It is to learn everyone else’s parts.**

*It is your responsibility to put in whatever practice time you need to play your part correctly. Everyone is different-some will need more practice than others to reach the same level of proficiency. **(Please see Practicing)**

*At the end of rehearsal all instruments shall be put in their cases and then placed on the shelves in the band room or taken to your locker. All chairs, stands, and other equipment will be put away after all rehearsals.

PERFORMANCES

*Again, performing in a musical organization (unlike most other group activities) requires constant participation from every member. There is no backup bench, or system of first, second, and third string replacements to count on. The progress of the group is directly dependent on the constant participation of each member. Therefore, **all performances are required.** These performances are the equivalent to a test or final exam.

*Please keep in mind there is no way to “make up” a performance. We cannot ask the audience to come back for a “make up” performance.

*There will be no excuse for missing a performance in the Liberty High School Band Program. Please refer to the Band Calendar and place all appropriate dates on your family calendar. ***Potential conflicts with a posted performance date MUST be brought to Mrs. Matzke’s or Mr. Hedding’s attention ASAP, but no later than two weeks prior to an event. We will work with you to resolve the conflict.***

***Jobs are not an acceptable reason for missing a performance or rehearsal.** The band schedule is published in advance to allow you to adjust your work schedule. If you get a last minute call to fill in at work on a performance date, simply say you are not available at the time due to a prior commitment. Most employers are willing to help arrange work schedules if they have advance notice. If an employer is reluctant to allow

you to perform in a required event Mrs. Matzke or Mr. Hedding would be more than willing to talk to your boss to try to come to some sort of agreement.

Concert and Performance Attendance by all members of a band ensemble is required - it is an essential part of the music-learning process and a culmination of weeks or months of preparation. All concert dates are published by September 1. Every effort is made when scheduling concerts to avoid other school activities, sporting events, and religious holidays. In the event there is a conflict with another school event, please notify Mrs. Matzke or Mr. Hedding well in advance (more than two weeks prior to the concert) so that we can attempt to resolve any conflict.

There are rare, uncontrollable and unforeseen circumstances that can sometimes prevent a student from attending a scheduled performance:

- * A student illness or injury where the student is incapacitated (as opposed to simply "uncomfortable")
- * a death in the family
- * accidents

If one of these circumstances occurs, make a diligent effort to contact Mrs. Matzke or Mr. Hedding prior to the concert. Calling the school attendance office is not enough - Mrs. Matzke or Mr. Hedding must be contacted directly. If absent from school and no attempt is made to contact the directors, it will be counted as an unexcused absence. It will be up to the director to allow a make up or not.

Make-ups for a missed performance will consist of two parts for up to 80% of the points available:

- 1) the student will play his/her music from the performance for Mrs. Matzke and/or Mr. Hedding
- 2) the student will write a one-page review of the concert after listening to a recording of the performance.

This make up needs to occur immediately!

***Students must stay for the entire concert/performance. Listening to other groups is part of the educational experience. This is part of their grade.**

SCHEDULING MEDICAL/DENTAL PROCEDURES AND APPOINTMENTS

*Missing a concert due to a medical procedure may not be excused and could negatively impact your grade.

*Please be aware of your CONCERT/PERFORMANCE schedule when scheduling surgery and other planned medical procedures.

*Understand that WISDOM TEETH removal will result in up to a 2 week recovery period during which the student will be unable to perform. (Best time to schedule this is immediately after a concert).

*Getting BRACES will require a substantial adjustment period.

*While occasional medical/dental appointments may need to be scheduled during rehearsal, please avoid over-use of valuable class time.

MARCHING BAND PERFORMANCES

*Again, performing in a musical organization (unlike most other group activities) requires constant participation from every member. There is no backup bench, or system of first, second, and third string replacements to count on. The progress of the group is directly dependent on the constant participation of each member. **YOUR** presence is important to the entire group. Therefore, **all contest performances are required. Football game half-time shows are also required. An unexcused absence from any performance will result in an unsatisfactory grade (F). These performances are the equivalent to a test.**

*At football games our responsibility as a marching band is to perform pre-game, half-time show, post-game and support the team during the entire game. We will do a lot of playing in the stands. Have your own music and **flip folio** (with your name on it ☺), and be prepared to play any piece in the folder. Do not count on someone else for their music. Get music from section leaders if you do not have music.

***The Pride of the Lancers Marching Band sits together at a contest/festival and in the stands at the stadium during a game. NON-BAND MEMBERS WILL NOT BE SITTING IN THE BAND SECTION OR IN THE AISLES DURING A GAME** (this includes parents who are not chaperoning and siblings). **All students will sit in the stands with their sections (i.e. saxes with saxes; trumpets with trumpets).**

*When the band plays everyone needs to play. Do not practice or noodle on your instrument in the stands!

*The uniform will remain on and stay complete and neat at all times from the time of inspection to dismissal. **HOWEVER**, if you have on your band t-shirt you may be allowed to unzip and take off your jackets and hats. You must take care of these items so they do not get dirty, wrinkled, or damaged. You will need to take care of soiled uniforms **according to the uniform care instructions sent home before** the next performance. You will have 3rd quarter off to purchase snacks and take care of restroom breaks. No food or drinks will be allowed back into our performance site in the stands.

*Absolutely, **NO GUM CHEWING** while in uniform!

*No jewelry including watches or earrings may be worn. No heavy make up or fingernail polish may be worn.

*Students (male and female) with hair that extends below the collar of the jacket will be asked to have their hair appropriately put up with hairpins, a hairnet, etc. while in uniform.

***All Marching Band Members will need to play in a minimum of 4 pep games during the basketball season. This may change depending on the number of home basketball games scheduled and Mr. Thimmig's expectations.**

***Game Day Schedule:**

- A call time will be given to you before each game. Put on uniforms, get out instruments, and give chaperones items to be taken over to the stadium. Section leaders will tune their section.
- Warm up will begin promptly 50 minutes before game time. Percussion may go outside before this to warm up on their own but will need to join the band for the group warm up and any announcements.
- 30 minutes before game time we will start to line up to troop over to the stadium to a cadence.
- We need to be in our spot on the track 15 minutes before game time. We may play a few songs from here before the game. We will then play the National Anthem. We will then proceed to the stands.
- We will play music and support the team during the game.
- When there are 8 minutes left on the clock we will leave the stands, go to the track and warm up. We will perform our half time show.
- You have 3rd quarter off.
- **DO NOT BE LATE GETTING BACK TO THE STANDS FOR 4TH QUARTER!** We will play until the end of the game. At the end of the game the football team will sing the fight song to the crowd. We will then play it as they run off the field. We will leave the stands and troop back over to school with a cadence. You will then be dismissed.

Concert and Performance Attendance by all members of a band ensemble is required - it is an essential part of the music-learning process and a culmination of weeks or months of preparation. All concert dates are published by September 1. Every effort is made when scheduling concerts to avoid other school activities, sporting events, and religious holidays. In the event there is a conflict with another school event, please notify Mrs. Matzke or Mr. Hedding well in advance (more than two weeks prior to the concert) so that we can attempt to resolve any conflict.

There are rare, uncontrollable and unforeseen circumstances that can sometimes prevent a student from attending a scheduled performance:

- * A student illness or injury where the student is incapacitated (as opposed to simply "uncomfortable")
- * a death in the family
- * accidents

If one of these circumstances occurs, make a diligent effort to contact Mrs. Matzke or Mr. Hedding prior to the concert. Calling the school attendance office is not enough - Mrs. Matzke or Mr. Hedding must be contacted directly.

Make-ups for a missed performance will consist of two parts for up to 80% of the points available:

- 1) the student will march their sets and play his/her music from the performance for Mrs. Matzke and/or Mr. Hedding
- 2) the student will write a one-page review of the marching performance after watching and listening to a recording of the performance.

BAND TRIPS

***BE ON TIME!**

*All Liberty band members will ride the buses (there and back) on bus trips. Non-band members will not be allowed to ride the bus. When more than one bus is taken, buses will be assigned. Students are not to change buses without permission from the director. Changes will be rare.

*If you miss the bus, you are NOT allowed to participate. Missing the bus will also be the same as missing a performance and may result in an unsatisfactory grade.

*As stated, all Liberty band members will travel to and from all Band events with the band, as a group. In the event that a student needs to make alternate travel arrangements, the student may be transported to and/or from a Band event *by parents only*. Students will need to get the necessary forms from Mrs. Matzke 2 weeks before the scheduled event. Students may not drive themselves or other students to and/or from any Band event.

*Be respectful of the bus driver and follow all the directions given by the driver.

*You must listen to and obey all chaperones on the band trips.

*Be considerate of others by keeping noise down. No screaming. I-pods may be used.

*No swearing or “public displays of affection” on the bus or while in uniform.

*When in public places, travel in groups of 3 or more. NEVER travel alone or leave someone by themselves.

*On overnight trips students may NEVER enter the hotel rooms of the opposite sex (or even go to their floors when on different floors).

*On overnight trips students may NOT leave their room after lights out.

*When we arrive at a destination, all band members will remain seated on the bus until instructions have been given. Be patient. Time will be saved and mistakes avoided by waiting a few extra minutes.

*It is necessary that we keep the buses clean. Pick up all trash and clean up any spills. Do not wait for someone else to do it.

*The itinerary or group instruction sheet will be strictly adhered to. Please keep your itineraries and USE them!

*Arrange for your parents to meet you upon return if necessary. An approximate arrival time will be given. Please have your parents pick you up on time. You will be notified when we are 30 minutes away from Liberty. Please make calls at this time so your parents are on time to pick you up. Mrs. Matzke, Mr. Hedding, and the chaperones all have cell phones.

*Reminder: All Liberty High School rules apply to matter where we travel to.

***Please make sure you thoroughly understand all travel rules. If every student makes an effort to be on their best behavior during band trips, the trips can and will be great experiences for everyone. Any students who are caught breaking any of these rules or endangering themselves or others could face severe consequences including: being set home at parent's expense, failing band, suspension or expulsion from school, and/or arrest.**

CONCERT DRESS CODE/UNIFORMS

It is important to look our best for all performances. **Failure to adhere to the dress code may negatively impact your grade!**

Concert dress is as follows:

Red and Blue Concert Bands

Black shirt

Black dress pants (NO JEANS)

Black dress shoes (NO SNEAKERS)

Black socks/panty hose

LADIES the past few years have violated the dress code the most. Please read carefully:

All tops must have sleeves, no bare midriffs, no low cut necks, no spaghetti straps.

Ladies may wear a black skirt but it MUST be knee length or below and you must wear BLACK nylons with the skirt.

Ladies you MUST wear black nylons with open toed shoes

Wind Ensemble and Symphonic Bands

Ladies: Black dress (rented or purchased from school)

Black dress shoes

Black nylons

Gentlemen: Tuxedo, shirt, vest, tie (rented or purchased from school)

Black dress shoes

Black socks

*For all performances keep cologne, perfume, jewelry, and other accessories to a minimum.

Marching Band

School provided uniform

(this includes bibs, jacket, hanger, hanging bag, hat, hat box)

Band t-shirt

Marching Band shoes (purchased by student)

Black socks (provided by student)

Gloves

No jewelry

PRACTICING

*Individual practice for self-improvement is an integral part of the music program. Although weekly practice cards are not the norm at the high school level, practice cards will be asked for if deemed necessary.

*REGULAR practice is key. Strive for 30 minutes 5 times a week. Do not try to practice for 2 ½ hours one night. This defeats the purpose.

*Band members will be responsible for keeping their own practice schedule. Since home practice is essential, it is important that you structure your practice time. Here are some ideas:

5-10 minutes: Long tones, scales, technique exercises (woodwinds) lip slurs (brass), snare fundamentals/grip exercises (percussionists)

10-20 minutes: band music and private lesson assignments

End: Play something you really like!

GRADING POLICY

The final band grade is an accumulation of points earned in the class over the semester. The band grade will be based on the following:

• **Rehearsal Participation 50%** (includes attendance, classroom conduct, and having needed equipment)

• **Assessments (Skill Development and Home Practice) 25%** as evaluated by written and playing tests and assessments

• **Performances 25%**

GRADING RUBRIC

The following rubric reflects the Grading Policy:

A student who receives an “A” will exhibit at a minimum the following characteristics:

1. Has exemplary attendance
2. Brings all necessary materials

3. Shows improvement and evidence of a regular practice routine
4. Always participates in a positive and appropriate manner
5. Performs chair/play-tests consistently demonstrating proper tone, intonation, expression, technique, rhythm, phrasing, and musicality
6. Attends all performances and listening activities in their entirety while contributing in an appropriate manner

A student who receive a “B” will exhibit most of the following characteristics:

1. Has attendance concerns that are affecting the musical growth and rehearsal contributions of both the individual and ensemble
2. Usually brings all necessary materials
3. Sporadically shows improvement or evidence of a regular practice routine
4. Usually participates in a positive and appropriate manner
5. Perform chair/play-tests that usually demonstrate proper tone, intonation, expression, technique, rhythm, phrasing, and musicality
6. Attends all performance and listening activities in their entirety while contributing in and appropriate manner

A student who receives a “C” will most likely exhibit the following characteristics:

1. Has attendance problems that are affecting the musical growth and rehearsal contributions of both the individual and ensemble
2. Sometimes brings necessary materials
3. Does not show improvement or evidence of a regular practice routine
4. Sometimes participates in a positive and appropriate manner
5. Performs chair/play tests that sometimes demonstrate proper tone, intonation, expression, technique, rhythm, phrasing and musicality
6. Attends all performances and listening activities, but does not stay for entire time and/or does not contribute in an appropriate manner

A student who receives a “D” will most likely exhibit the following characteristics:

1. Has severe attendance problems that are severely affecting the musical growth and rehearsal contributions of both the individual and ensemble
2. Habitually fails to bring necessary materials
3. Does not show improvement or evidence of a regular practice routine
4. Rarely participates in a positive and appropriate manner
5. Performs chair/play-tests that rarely demonstrate proper tone, intonation expression, technique, rhythm, phrasing and musicality
6. Attends performances and listening activities, but does not stay for entire time and does not contribute in an appropriate manner

A student who receives an “F” will exhibit one or more of the following characteristics:

1. Has an unexcused absence from **ALL OR PART** of a performance or listening activity
2. Has severe attendance problems that are severely affecting the musical growth and rehearsal contributions of both the individual and ensemble
3. Habitually fails to bring necessary materials
4. Shows very little attempt to participate in a positive and appropriate manner

5. Performs chair/play-tests that rarely demonstrate proper tone, intonation expression, technique, rhythm, phrasing and musicality

NO PASS-NO PLAY and NO PASS-NO GO

Although band is a graded class, it is also considered an activity and will fall under the following procedures:

Any student with an “F” on the grade report will be ineligible for sports or activities for that week (this includes any student associated with the sport or activity). Coaches and sponsors are expected to consult with their students who have any “Ds” and/or “Fs”. If the student feels an “F” is not warranted, he or she may fill out an appeal form (see attachment)

For Fieldtrips:

A fieldtrip eligibility report will be sent to the teacher one week prior to the scheduled fieldtrip. Those students not eligible will be highlighted.

Any fees paid will be non-refundable. This includes out of town trips related to the course (i.e. BOA, ZIA, Disneyland, Chicago, etc.) as well as contests and/or festivals within the state where a fee needs to be paid by the student.

Eligibility begins the Tuesday after Labor Day.

Students need to check their grades regularly. If the student is struggling in a class, please let Mrs. Matzke or Mr. Hedding know immediately. The student should also see the teacher of the class they are having trouble in to attempt to come up with a plan. The band program will try to have some volunteer “tutors” available on Tuesday afternoons to help students.

HOW DOES THIS IMPACT MY BAND GRADE?

If you are ineligible to participate in a band performance, which includes concerts, festivals, and competitions, because you are ineligible you will then get a poor grade in band because you were not able to participate which is part of your grade. See the “GRADING RUBRIC”.

MUSIC AND COPYRIGHT LAWS

Please read carefully!

Although students purchase method books to work from, they are also given music. Music is very costly. Most band directors will copy the originals so that they do not need to worry about lost or damaged parts. Unfortunately, this is illegal according to copyright laws and schools can be fined thousands of dollars in penalty fees.

This year students will be given originals. Students will need to take better care of their music and be more responsible with it. Obviously, students will need to pay for damaged or lost parts. Parts usually cost \$1 per page. Most pieces are at least 2 pages long.

Pencils must be used to mark music as to not permanently change a part. Pens may not be used. Parts will need to be erased before being returned. Students will be shown what their music SHOULD and SHOULD NOT look like when they return it.

In order to help students keep their music in good condition, special band folders will need to be purchased. **The free folders you receive from the local music stores are the worst folders to use.** If you use the small folders, the edges of the music are destroyed. With the large folders they do not often fit easily into a back pack so the folder then tends to get bent which causes the music to get bent and therefore damaged. With both the large and small folders music tends to fall out.

It is recommended that students purchase a folder that is 9 x 12 inches without dividers. Folders are available for purchase in the band office for \$3. These folders should last the entire school year if not longer (especially if you duct tape them☺)

CHAIR ASSIGNMENTS AND CHALLENGES

*Students are placed in appropriate concert bands and jazz band and chairs at the end of each school year for the following year. Audition requirements will be very clear. Chair placements are based on the overall quality of the audition. A lot of change can occur over the summer in an individual's playing ability. Mrs. Matzke or Mr. Hedding may need to make changes to seat assignments or instrument placement when this occurs to ensure the best playing opportunities for all members of the ensemble.

Other auditions/chair tests will occur during the **concert** band season. The audition/chair test requirements will include scales, tone quality, rhythm, note accuracy, dynamics and articulation, tempo, overall musicianship, and sight reading (in case of a tie). An audition is like a job interview – you only get one shot to do your best, so make sure you are well prepared and relaxed. Mrs. Matzke and/or Mr. Hedding have the final word on all audition results.

WHEN STUDENTS CHOOSE TO CHALLENGE....

*Once chairs are assigned, students in the concert bands may choose to CHALLENGE when they feel that they are ready. Challenges are designed to reward and recognize musical improvement and provide motivation for further practice. Challenges are designed to be a fun and exciting way to keep students “on their toes” musically. Mrs. Matzke and Mr. Hedding reserve the right to limit challenges, disqualify students, and alter the challenge procedure if any displays of poor sportsmanship should occur.

Here are the challenge rules:

1. Challenges will be tape recorded in private in the practice room by the students involved. Students will not reveal their identity on the tape.
2. Students will sign up for challenges at the end of the day's rehearsal, and play the challenge the next day (i.e. sign up on Monday to challenge on Tuesday). Challenges will be recorded in the order of sign up. We will take time in class to explain the specifics of signing up.

3. Challenges can be taped during EXCL or at the beginning of class, and Mrs. Matzke and Mr. Hedding will make every effort to listen to them and post results by the end of the next day.
4. All Challenge music will come from the currently assigned concert music and/or warm up books/music, and will be selected by the students. Each student selects a part in the music and both students prepare both selections. If the students cannot agree on what music to play, Mrs. Matzke and/or Mr. Hedding will make the assignment at the time of the challenge. If the students are playing different parts, the challenger must play the part for which they are challenging.
5. No student may challenge the same student in a two-week period.
6. Two weeks prior to a performance, all challenges will cease, and chairs and parts will be considered final.
7. Mrs. Matzke and Mr. Hedding reserve the right to make changes to these procedures as deemed necessary to maintain the quality of the instrumental music program.

Challenges do not occur in jazz band due to the “one on a part” aspect of the class. Mrs. Matzke and Mr. Hedding reserve the right to make changes to parts based on the ability of the students. Because auditions are done in the Spring, a lot of change can occur over the summer in an individual’s playing ability. Mrs. Matzke and Mr. Hedding may need to make changes to seating assignments or instrument placement when this occurs to ensure the best playing opportunities for all members of the ensemble.

OTHER CHALLENGES.....

Challenges can occur on any given day at any given time! Mrs. Matzke and Mr. Hedding will initiate these challenges. Students will be asked to play a selection in class. The best performance will win the challenge. Therefore, always be prepared for class.

INSTRUMENTS/EQUIPMENT

***ALL BAND STUDENTS MUST HAVE PENCILS WITH THEM AT ALL REHEARSALS AND USE THEM.**

*Handle/play only YOUR OWN instrument.

***DO NOT touch the percussion equipment under any circumstances unless Mrs. Matzke or Mr. Hedding has directed you to do so.**

*Do not set instruments precariously on chairs or floor. Never lay instruments across a music stand. This is an accident waiting to happen.

*At the end of rehearsal, all instruments shall be put in their cases and then placed on the shelves.

***All woodwind players are to have at least 3 good, working reeds in their cases at all times.** Warped and/or soft reeds will negatively affect your tone.

*All brass players should have the necessary equipment needed to maintain their instruments (i.e. **VALVE OIL**, slide cream, spray bottle). However, all maintenance should be done at home (oiling valves, etc.). **All trumpet players will need to have their own straight mute.**

***All percussionists** need to own and have at school their own drum sticks AND mallets. All percussionists must have a stick bag **WITH THEIR NAME ON IT** and all of their sticks/mallets inside the stick bag. A recommended list of sticks and mallets will be given to the percussionists.

All Marching Band members must have a flip folio and lyre for pep band music.

SCHOOL OWNED INSTRUMENTS

*Students using school owned instruments will need to fill out a “Musical Instrument Usage Form”. These forms are available from outside the Band Storage Closet.

*There is a cost of \$25 for all summer rentals of instruments.

*During the school year:

Rental Forms and the \$50 fee for 1st Semester is due by September 15.

Rental Forms and the \$50 fee for 2nd Semester is due by January 15.

*Contracts need to be returned to Mrs. Matzke

*Fees need to be payed on PayForIt.

INSTRUMENT EQUIPMENT NEEDS/SUGGESTIONS

FOR ALL STUDENTS

Music stand to practice at home

Metronome/Tuner

Band Folder (purchased at school or office supply store)

FLUTE

Cleaning rod

Soft cloth for cleaning and swabbing (men’s handkerchief works great)

Do not put the cloth in the flute case (tie to case handle)

OBOE AND BASSOON

Swabs made specifically for these instruments (silk swabs work best)

Reed case

At least two good reeds- If not making your own reeds.....

-Jones Medium soft are highly recommended for bassoon

-Kenny Evans Medium soft highly recommended for oboes and can be purchased at LHS

CLARINETS AND SAXOPHONES

Swab (if using a cloth swab please be careful when pulling it through-make sure the swab is not tangled or bunched in any way or it may get stuck.)

For clarinets, a silk swab works MUCH better

Cork Grease

Neck strap (saxophones)

Reed guard (hold 4 reeds)

At least 4 reeds in good playing condition (Van Doren 2 ½ or 3 highly recommended)

Clarinets may want a thumb rest (not necessary)

BRASS INSTRUMENTS

Soft cleaning cloth

Valve Oil (trumpets, baritones, tubas); Rotary Oil (horns); Slide-O-Mix (trombone)

Tuning Slide grease

Cleaning snake

Mouthpiece brush

PRIVATE LESSONS

Private lessons are a wonderful way for students to improve on their instrument. A private instructor offers one on one instruction that some students need or with which they will excel. Private lessons benefit all ability levels. A student who is struggling can get the individual attention they need; an average student will begin to excel; a talented student will be challenged to become better. Mrs. Matzke has an extensive list of qualified private instructors. These instructors have successful teaching records and hold music/performance degrees. (Please note: taking lessons from a high school student, a member of your church, etc. is probably not a great idea. Take lessons from someone with a music degree and proven track record.)

Private instructors in the Briargate and surrounding areas charge between \$20-25 per half hour. Please realize that these instructors are making their living teaching private lessons. Canceling at the last minute, for any reason including illness, still means you need to pay for the lesson. The teachers are still holding that time slot for you even if you are not there.

PURCHASING A NEW INSTRUMENT

Some students may be thinking about upgrading to a better instrument. This is a GREAT idea! However, **you should never make an instrument purchase without assistance.** Here are some guidelines:

1. Above all, DO NOT purchase an instrument from a “large box store” or from a catalogue. Be very careful when purchasing from the internet.
2. Consult with Mrs. Matzke, Mr. Hedding or your private instructor for make/model recommendations.
3. Use a variety of dealers/sources to find a fair price. Used horns make a great choice.
4. Be sure that the dealer/selling party will offer a “trial” period.

5. Try the instrument in a variety of settings to include home practice and band rehearsal.
6. **Have an unbiased professional play the horn and give you an honest assessment.** Your private teacher is best, but Mrs. Matzke or Mr. Hedding can help you find someone if needed.

With assistance, you can make an informed decision and a sound investment!

BAND FEES

CONCERT AND JAZZ BANDS (Wind Ensemble, Symphonic, Red and Blue Concert Bands)

Every band student (including Color Guard) pays a district mandated Student Enrichment Fee. This year the fee is \$35 and should have been paid using PayForIt. These fees help pay for music, travel/buses, clinicians, contest registration and other things that the ENTIRE program can benefit from.

MARCHING BAND

The Marching Band fee was \$450 and should have been paid in full at band camp. These fees help pay for:

- Contest Registration Fees
- Transportation
- Music
- Copyright Release and Performance Royalties
- Visual Drill Design
- Custom Musical Arrangements
- Professional Staff and Instruction\
- Equipment Truck Rental
- Flag and Color Guard uniforms
- Props
- Marching Band Uniform end of year cleaning
- Show T-shirt and gloves
- Meals on performance and competition days
- And much, much more!

FUNDRAISING

On average, the school district provides less than 10% of the actual operating cost of the Band Program. The remaining 90% must be made up through our fundraising efforts, grant writing, and individual or corporate donations. As we try to balance our educational efforts and mission with the fiscal reality of what it costs to operate a Band Program, it is our goal to keep the number of fundraisers to a minimum, while making sure the ones we decide to participate in are highly profitable. When we do schedule a fundraiser, we ask that all Band families actively participate. The funds generated (and then spent!) will benefit all students in the Band Program, so we ask for all to do their share.

COMPETITION...A FEW THOUGHTS

As the directors of the Liberty High School Band Program, our focus is the creation, performance, and study of music as an art for the entire program. The educational process, the focus on musical excellence and the national standards for music education, and the building of character through effort, pride, and discipline will be the same in all of our endeavors within the Liberty High School Band Program.

Success in “competition” is a by-product of doing the right things, with a high level of excellence, in a manner that fosters personal and team growth, and accomplishes our educational mission of preparing students for anything they choose to pursue following high school. When competitions become about trophies and trinkets, winning at all costs, or without integrity, there is no winner. Keep competition in perspective. It is part of a larger process of growth, self-evaluation, and team development. It can be a healthy motivation or a devastating cancer. Last place will never be the end of the world, nor will first place be the “moment of arrival”.

Competition between individuals for a chair or ensemble placement can also overshadow the value of music. Please realize that the value of musical study, performance and participation, far surpasses an individual’s chair or band placement. In an ensemble, the “we” is more important than the “me”. Every student can enjoy a rewarding musical experience every day, regardless of chair or band placement. The focus should be on creating music at the highest level possible instead of the winning of an audition or challenge.

Your hard work and dedication will bring you many rewards in a variety of ways. Enjoy each and every one!