



### Del Oro Golden Eagle Band Mission Statement

We, the Del Oro Golden Eagle Band, as a unit are committed to maintaining a welcoming student driven organization and an uncompromising work ethic, while exceeding expectations through innovation. We pride ourselves in our enthusiasm, professionalism, and respect for ourselves, our school, and our community, while upholding and building upon our legacy.

## PART 1: General Information

### OUTLINE OF COURSES AND REQUIREMENTS

- **Fall Term Classes:** Marching Band and Band Theory

**Prerequisite:** Participation in summer rehearsals and Band Camp(s). Students may be excused from summer rehearsals on a case by case basis and with permission from the director. Family vacations are an acceptable excuse but should not be scheduled during the one-week band camp or the mini-camp (typically held two weeks prior to school starting).

**Class Schedule:** Marching Band is a 15 credit class that meets for zero period and first block. Zero period begins at 7am. The class also rehearses on Tuesday Nights from 6 to 9pm and has many performances that occur outside of regular class hours such as football games, community parades, and band competitions. There will also be summer rehearsals prior to the school year including a one-week band camp held at Del Oro High. Percussion and color guard students will typically have an additional evening rehearsal per week.

**New Students:** The class is available to all students regardless of prior experience with music. Placement within the band is determined by skill level and experience. Students with no musical experience may join the Color Guard (Flag Spinning, Dancing, etc.). The inexperienced student may attempt to learn how to play an instrument. In such cases, the Band Director will determine the musical aptitude of the student and offer an instrument choice that is at an appropriate level of difficulty.

**Freshman Students:** Freshman students in Marching Band will take the **Band Theory** class. This is a half-term class that is taken during the last block of the day (5<sup>th</sup> block). The exact timing of this class is yet to be determined but will be established prior to the start of the school year.

- **Spring Term:** Concert Band, Jazz Band, Percussion, and Winter Guard.

**Jazz Band:** Jazz band is held during 1<sup>st</sup> Block. The following instruments are used for Jazz Band: Saxophones (Alto, Tenor, and Baritone), Trombones (Tenor and Bass), Trumpets, Piano, Guitar, Bass Guitar (and/or

## Band Handbook and Constitution-As of 5/30/19

string bass), Drum set and other percussion. There will be several required performances scheduled outside of regular school hours.

**Prerequisite:** Students must have a minimum of 6 months of prior musical experience to join the Jazz Band.

**Co-requisite:** Students in Jazz Band must also be enrolled in Concert Band unless given special permission from the Band Director.

**Percussion:** Percussion class is held outside of regular school hours. It is a 5 credit class. Class meeting hours may vary from year to year but are typically held 2 nights per week from 6 to 9pm. Typical days are Tuesdays and Thursdays. There will also be several rehearsals held on non-school days (except Sundays). Percussion class will have several off-campus performances held outside of school hours or on non-school days. The Percussion “Season” runs primarily from December through March. Once the season is complete, rehearsal hours and performances will be significantly reduced.

**Prerequisite:** Students must participate in the Try-Out process for Percussion class. This typically occurs during the end of November and the first 2 weeks of December. There may also be 1 or 2 Try-Out rehearsals before school starts in January. No Previous musical experience required.

**Winter Guard:** Winter Guard class is held outside of regular school hours. It is a 5 credit class. Class meeting hours may vary from year to year but are typically held 2 nights per week from 6 to 9pm (typically Monday and Wednesday). There will also be several rehearsals held on non-school days (except Sundays). Winter Guard class will have several off-campus performances held outside of school hours or on non-school days. The Winter Guard “Season” runs primarily from December through March. Once the season is complete, rehearsals and performances will be significantly reduced and students will prepare a stage show performance for the middle of May.

**Prerequisite:** Students must participate in the Try-Out process for Winter Guard class. This typically occurs during the end of November and the first 2 weeks of December. There may also be 1 or 2 Try-Out rehearsals before school starts in January. No Previous musical/Guard experience required.

**Concert Band:** This class is held during zero period every day in Spring. There will be several required performances outside of regular school hours including concerts and pep-band performances. Students in this class will prepare concert band material AND pep-band material (used for athletic events and other functions).

**Prerequisite:** Students must have a minimum of 1 term of prior musical experience to join the Concert Band unless given special permission from the director.

**Pep Band:** Pep band is not a class that students sign up for. Students involved in Jazz Band, Concert band, and Winter Percussion will be required to participate in the Spring pep band events. Mostly this will cover basketball games but occasionally, the pep band will play at other events as well.

## MEMBERS OF THE BAND

**Band** – All students currently enrolled in the program (any band class listed above).

**Winds** – All students who play a wind instrument. This Includes Woodwinds and Brass.

**Pit** – Percussionists who play stationary instruments. Pit members generally do not march during field show performances. Also known as “Front Ensemble”. Included in Marching band and Percussion class.

**Battery** – Percussionists who march and play during the field show. Included in Marching band and Percussion class.

**Color Guard** - These members use dance and movement along with flags, rifles, sabers, and other equipment to enhance the visual element of the field show. Color Guard is a component of the Marching Band class while the Winter Guard is the entirety of the Winter Guard class (spring only).

**Student Leadership** - Band leadership members have earned additional responsibilities and authority. Band leaders include the Band Council and the Section Leaders. There are also various band managers who will take a position of authority in certain circumstances.

**DOBS** – “Del Oro Band Supporters”, all parents and supporters.

**Friends of DO** – Parents who present their driver’s license and proof of insurance to Del Oro’s administrative office to receive a “*Friends of DO*” card and qualify to drive students in their personal vehicle. Please check with the Del Oro High School office for requirements of liability insurance. Drivers will be needed so please consider becoming a “*Friend of D.O.*”

## **BAND ACTIVITIES**

**Marching Season** - July through November. The marching season begins with summer rehearsals in July and typically ends on the last Saturday before Thanksgiving. Dates and times will be noted on the schedule but please understand that changes to the schedule/calendar are to be expected.

**Leadership Camp** – The first camp of the marching season will typically be the Leadership Camp. This camp is used to prepare the leadership members for the marching season and will take place before the Freshman and New Member Camp. Leadership members include the Band Council and Section Leaders and sometimes squad leaders.

**New Member Band Camp** – This is a beginner’s Camp for all new members. It will take place before the full band camp. Also in attendance are section leaders and drum major. This camp will usually take place three weeks before school begins.

**Band Camp** – A week of day-camp (students sleep at home) consisting of learning, refreshing and bonding for all band members. Band Camp will be held on the Del Oro campus and will usually take place two weeks before school begins. Attending Band Camp is required.

**Weeknight Rehearsals** – The marching band will be rehearsing on Tuesday evenings at Del Oro from 6 to 9pm starting in July and continuing through the end of the marching season. Additional rehearsals for guard/percussion will also occur on weeknights when school starts.

**All Day Saturday Practice(s)** – Mandatory full-day practices during the school year at DOHS in preparation for the fall marching field shows and again in the spring for Winter Percussion/Winterguard. Student should bring lunch, sunscreen, water, hat, and sunglasses.

**Home Football Games** - The Band plays at all home football games in full uniform. Students need to arrive at the band room at the assigned time with instruments. (See “Band Clothing Requirements”.) Students are not allowed to eat in their band uniforms unless given permission by the Director.

**Away Football Games** - The Band plays at all away games unless otherwise noted. Students wear blue jeans, DO band polo shirt, and DO band jacket for colder weather. Students must also wear black, closed-toed shoes. Students will bus/carpool to destination and may bring money for additional food.

**Play-off Games** – If the football season is extended due to play-off appearances, band members may be asked to perform additional pep band games.

**Rallies and other sporting events** - The band plays a large role in the school rallies and many sporting events other than football. The band will play “pep” songs and do cheers with the other students.

**Competitions and Festivals** – Can be ALL DAY and EVENING. Some competitions are a long drive away so the day can be from 8 a.m. until after midnight. Plan to bring or wear all of the following: black shorts, white t-shirt, polo shirt, band shirt, sweatshirt, band jacket, jeans, water bottle, sunscreen, sunglasses etc. Food is sometimes provided by the band program but not always. Members will ride buses or there will be a carpool organized. Parents provide their own transportation. *Students should not plan on leaving early from performances unless under special circumstances and with approval of the director.*

**Note:** Students put on uniforms over shorts and t-shirts together either in the band room or in the parking lot at competitions. Private dressing areas will rarely be available.

**Field Show** – Marching Band students perform the “halftime show” at designated stadium. Award ceremonies directly follow the competition.

**Winter Show** – Winter guard and percussion students perform indoors in a gym. Award ceremonies directly follow the competition.

\*Occasionally we may have a weekend overnight competition.

**Concert and Jazz Band festivals** – Spring term jazz band and concert band performances off campus at events where many other bands are performing.

**Band Spectacular** - Del Oro will host Marching Band and Field Show competitions on the 3<sup>rd</sup> Saturday in October. This is one of the major fundraising opportunities for the band and needs the support of all band members and their families to be successful and to offset the enormous cost of this program. Additionally, there is a Winter Spectacular on the third Friday of March. This is also a critical fundraiser for the program.

**Concerts:** - Typically presented by the Concert and Jazz Band class, there will be several concerts held for friends, family, and the general public. Typically, there are about 4 concerts per year as well as the Play-a-thon all-day concert.

**Tours** - Overnight, weekend or whole week competitions, performances, or band related trips. Tour destination and dates will be announced. Chaperones are needed. Tour performances do not happen every year.

**Spring Trip** - The band takes an overnight trip every year during the spring term (typically later in the term). Only students enrolled in a Spring term band class will be allowed to participate. These trips are meant to be both enjoyable and educational in nature and do not always include a student performance.

**Winter Season** – The competitive season for the Winter Percussion and Guard groups, typically running from late February through early April. Rehearsals for the winter season will often begin immediately following the Fall marching season.

## **PROGRAM AND INDIVIDUAL GOALS:**

Each student will need to demonstrate improvement in each of the following areas in order to meet the expectations of the Golden Eagle Band Program.

**Punctuality/Attendance:** Each Student will strive for perfect attendance and will arrive on time. Students will not miss performances.

**Behavior:** Each student will behave in a manner that is conducive to individual and team success and will do their part in creating a professional learning environment.

**Communication:** Each student will learn to communicate with peers, instructors, parents, and the director in a way that is appropriate and respectful.

**Preparation of class materials:** Each student will have whatever items required for the rehearsal, activity, or performance. This may include clothing/uniform items, music, pencils, instruments, equipment, props, and so on. Students will also endeavor to treat the rehearsal space and any equipment with respect and care.

**Organization and Planning:** Each student will be responsible for the schedule of rehearsals and performances and will plan ahead to prevent schedule conflicts. When applicable, students will help plan and organize team social activities.

**Teamwork:** Each student will learn and demonstrate the skills required to work as a team. Students will not be selfish when making choices.

**Leadership:** All students will understand basic principles in leadership. Qualifying, experienced students will demonstrate advanced leadership skills through participation in band council, serving as a section leader, a squad leader, or becoming a band manager (trailer crew, loading crew, uniforms, equipment, etc.). All students will lead through example.

**Memorization:** Each student will memorize any required music/drill/routine accurately and in a timely fashion (not *all* music is required to be memorized).

**Technical Skill Development:** Each Student will strive to make significant improvement in musical skills such as: Tone, Dexterity, Support of Sound, Purposeful Breathing, Articulation, Rhythmic Control and Understanding, Music Reading Skills, and Intonation. Guard students will improve in movement and equipment skills. Marching Band and winter students will also be evaluated for marching skills.

**Music Theory:** Each student will understand concepts such as Notation and Clefs, Scales, Intervals, Chords and Harmony, Keys and Modes, Transposition, Compositional Structure, and Basic Composition.

**Mastery of Repertoire:** Each student will strive to achieve their best personal understanding of selected pieces.

**Performance of Repertoire:** Each student will demonstrate maximum effort in performing selected pieces.

## **GRADING**

The band program is built on the development of team skills such as discipline, reliability, sacrifice, and dedication. These skills are critical to team success and it is expected that all students adhere to our program's expectations of Participation, Punctuality, and Behavior. The director will monitor these elements in consideration of a student's citizenship grade and aptitude for band leadership roles. Academic grades will be based on the following:

Students must demonstrate a rate of development appropriate for their musical/performance background, experience, and aptitude. Aptitude will be determined by the director. Areas of development include:

- Memorization skill
- Technical music/performance skills
- Theoretical musical concepts
- Mastery of Repertoire
- Performance of designated repertoire.
- Marching skill and/or posture

Development is measured through performance tasks including:

- Memorization tests
- Section evaluations
- Individual contributions to ensemble presentations and performances.
- Regular evaluation during rehearsal.

## **PARTICIPATION**

Participation includes a student's attendance and level of engagement. Students will not be graded explicitly on participation but parents and students should understand the nature of band courses. Course content is

delivered from the director and instructors in a “live” environment (class sessions and rehearsals). Due to this, there are not many feasible options for making up lost time or missing evaluations. A student who does not participate effectively is inhibiting the team’s ability to perform and function as a unit. Students showing poor participation may be removed from performances and possibly the band program if their lack of participation results in a lack of personal preparation or hampers their team-mates’ ability to be effectively evaluated. Students are expected to participate in all rehearsals, events, and performances unless they are specifically designated as optional or voluntary. The director will attempt to evaluate missing students in alternate ways only if their absence is excused by a parent. Students who prioritize work over band rehearsals and performances should not enroll in band.

### **TARDINESS POLICY**

It is the responsibility of the parent and the student to arrive on time. “On time” means prepared and present for the first activity of the rehearsal/event/performance. Most of the time this is taking role. Sometimes this means we are playing instruments at the designated time. Sometimes we will be lined up ready to walk somewhere at the designated time. This will be made very clear to the students. To be safe, students should plan on arriving at least 5 minutes early.

**1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> Tardies:** Discussion with student.

**4<sup>th</sup> Tardy:** Tardy Referral #1 and email home to parents.

--will result in warning from office

**5<sup>th</sup> Tardy:** Extra study assigned.

--Students will need to stay after school and practice. Must be verified by Mr. Duncan

**6<sup>th</sup> Tardy:** Tardy Referral #2

--will result in 1 hour of campus clean-up assigned by office

**7<sup>th</sup> Tardy:** Tardy Referral #3

--will result in 2 hours of campus clean-up assigned by office

**8<sup>th</sup> Tardy:** Tardy Referral #4

--will result in Saturday School assignment from office

**9<sup>th</sup> Tardy:** Tardy Referral #5

--will result mandatory parent conference with administrator.

**Note:** If a student is tardy 2 or more times in any school week, that student may be held out of performances at the Director’s discretion.

### **BEHAVIOR ISSUES**

Students exhibiting behavioral issues are subject to regular disciplinary actions such as referrals or behavior modification discussions. Being in poor standing may result in any of the following consequences or others at the discretion of the band director: Removal from leadership positions, removal from the competition roster (student will remain in class and continue to work on designated curriculum), disqualification from participation in spring trip or other special trips, disqualification from extra band activities such as band breakfast days, unity games, game nights, etc. Students who have more extreme behavioral challenges may need to be removed from the class if they are creating an adverse learning environment for the other students. Band students must adhere to a high standard of behavior due to their regular participation in activities off campus and outside of regular school hours when administrative support is impractical.

## DONATIONS

Many of the costs incurred operating the award-winning Golden Eagle Band program are not funded by the School or District. Additional instructors, field show design and arrangements, uniforms, weekend field show competitions, food, instrument purchases, band camps, music purchases, trucks and trailers are just some of these unfunded costs. While other schools' band programs can require \$1000 or more from their students to participate, the DOBS (through donations and successful fundraisers) offset these costs significantly. We are still in need of lots of help though. **Please actively participate.**

### **Suggested Donations:**

**\$225 per band member for Fall Term.**

**\$175 per band member for Fall Term.**

**Please contribute to help with continued services that the program provides to its members. These services include many meals provided throughout the term, transportation services, and various material goods provided. Deciding not to Donate will not affect the student's grade or status in the class.**

## BAND INSTRUMENT USE

Certain instruments and equipment are available for student use. Once an instrument is checked out to a student, the student is responsible for it. Damage related to normal wear and tear may be repaired compliments of the band program. The student will be responsible for any damage that is a result of negligence or abuse. Lost or stolen instruments are the responsibility of the student. Musicians who play reed instruments will be responsible for their own reeds. General Maintenance, i.e. valve oil, cork grease, pad cleaning, reeds, etc., is the responsibility of the student.

## FLIPBOOKS AND CONCERT/JAZZ FOLDERS

Marching Band students will be issued, as needed, one flip book when they first join band compliments of the band. If the book needs to be replaced, the student will need to pay for it.

During the spring term, all concert/jazz band students will be issued a concert folder that will be used throughout the semester. Once the semester is over, they will be returned.

## CLOTHING REQUIREMENTS

Many clothing items are required for participation in Band. The required items will depend in part on what section of the Band the student is in. All students will need a band polo shirt, and D.O. band jacket.

Marching shoes with black socks (calf length or higher) are required of all non-guard members. Marching gloves will be required of all wind players for rehearsal and performance. Band Uniforms are worn over WHITE t-shirts w/ black athletic shorts. Students will also need a pair of blue jeans in good condition.

Many of these items may be ordered through the band using the Spirit Wear order form. **Suggestion:** Write name on clothing (not on uniform) that is used during competitions.

During rehearsals, students are expected to wear proper rehearsal attire. Athletic shoes are a must. Guard members wear jazz pants, shorts, sweats or pajama bottoms with your dance/tennis shoes. **NO JEANS!!** We will give you plenty of time to change before school starts. Tie back hair and remove any jewelry, accessories, etc. that may hinder rehearsal before it begins.

There are also many optional clothing and equipment items that may be purchased.

**Please see the Director if unable or unwilling to purchase the items listed in clothing requirements. Failure to procure items will not affect the student's grade or status in the class.**

## UNIFORMS

Color Guard uniforms will change yearly. Color Guard uniforms will be purchased by guard members and will be made to go along with the theme of the field show. Information will be made available at the beginning of the marching and winter seasons. Guard uniforms are to be worn only at band functions. Uniforms must be worn properly at all times. Only designated jewelry or make-up will be allowed. Winter Percussion uniforms will also change yearly.

The standard Marching Band Uniform is as Follows:

1. Cadet Jacket (Provided by the Band)
2. Bibber Pants (Provided by the Band)
3. Black Socks (Provided by student)
4. Black Marching Shoes (Purchased by student)
5. Plain White shirt, long or short sleeved depending on weather. (Provided/Purchased by Student)
6. Black lightweight shorts for wearing under the Bibber Pants. (Provided/Purchased by Student)
7. White Performance Gloves (Percussion excluded) (One Pair provided by the Band, Students are charged for replacements)
8. Shako with Chain and Plume. (Pit excluded) (Provided by the Band)
9. Citations (Provided by the band, students are charged for replacements)
10. Garment Bag (Provided by the Band)

The standard Concert Uniform is as follows:

### Men's Uniform

1. Black Dress Coat (may be provided by the band)
2. Black Pants (may be provided by the band)
3. Black Dress Shoes (provided by student, marching shoes are acceptable)
4. Black Socks (provided by student)
5. White, long sleeve dress shirt (provided by student)
6. Gold Tie (provided by the band)

### Women's Uniform

1. Black Concert Gown (provided by the band)
2. Black Dress Shoes (provided by the student)

The standard Jazz Band uniform is as follows:

1. Black Dress Shoes (provided by student, marching shoes are acceptable)
2. Black Socks (provided by student)
3. Black Pants (generally provided by the student)
4. Black Dress Shirt (provided by the student)
5. Gold Vest and Tie (Provided by Band)

**When Damage occurs to a uniform component (including Garment bag) due to mishandling or negligence, the student is responsible for repair or replacement. Please refer to the Code of Conduct for Uniform Etiquette Rules.**

**Note:** Band members are responsible to get their uniform pants hemmed (DO NOT CUT UNIFORMS). Students put on uniforms over shorts and t-shirts together either in the band room or in the parking lot at competitions. No camisoles or tank tops are permitted; perspiration stains ruin the uniforms.

## **DEL ORO BAND SUPPORTERS**

**DOBS** – The Del Oro Band Supporters are ...**YOU!**

**DOBS Board** – Volunteer parents who are elected to run the DOBS non-profit organization.

Executive Board Member positions include President, Vice President, Secretary, and Treasurer.

Additionally, the General Board positions include the Chairperson or Designate of the Fundraising Committee, the Chairperson or Designate of the Competition Support Committee, the Chairperson or Designate of the Elementary Liaison Committee, the Chairperson or Designate of the Hospitality Committee, the Del Oro Band Director, and the immediate Past President of the corporation.

**DOBS Meetings** - Calendars, volunteers, tours etc., are all discussed here. Essential for all parents to attend to really support their student and know what is expected and going on in the Golden Eagle Marching Band. Additional meetings are held for the Fall and Winter Spectacular planning. Meeting dates and times to be announced.

**DOBS Clothes and Other Items** - Check out the Spirit Wear, sweatshirts, hats and much more. These items are for band students, family members and all supporters.

**Communications** - Band members and their parents receive e-mail communications on a regular basis regarding band trips, schedules for field shows and many other announcements.

**Mailing address:** Del Oro Band Supporters, PO Box 296, Loomis, CA 95650

**Email address:** [dobandboosters@gmail.com](mailto:dobandboosters@gmail.com)

**Executive Board Member officer positions:** President, Vice President, Treasurer, Secretary, Past President

## **FREQUENTLY ASKED QUESTIONS:**

### **What students qualify for the Annual Spring Trip?**

The Spring Trip typically occurs in April or May. All *Spring Term* Band students qualify for participation in Spring Trip as long as they have taken at least one band class and have a current mark of an A or B grade. If there is a student performance associated with the trip, such as a concert, there will be mandatory rehearsals for those students participating in the trip. These rehearsals will mostly occur during Concert Band time.

### **Are students required to participate in Spring term band classes in order to take Marching Band?**

There is an expectation that each student maintains and improves their skills in preparation for Marching Band. Taking band classes during the spring is not required for participation in marching band but it is highly encouraged and recommended. Students not taking Spring Band classes who are interested in participating in Marching Band the following Fall should seek out private music lessons and provide evidence of improvement to the band director. Any student electing not to take a spring term band class is responsible for staying in contact with the band director regularly for any updates and general band information.

### **Is Band Camp Required?**

Yes. Exceptions may be made if approved by the Band Director. Please contact director ahead of time.

### **Are summer rehearsals (prior to band camp) and carwashes required?**

Not technically but they are highly encouraged. Summer activities are critical to our team success. Students are expected to be in attendance if they are in town. At the very minimum, students should attend 2 carwashes and 2 rehearsals prior to band camp. Again, students will be at all rehearsals whenever possible.

## Part 2: Band Leadership and Tradition

### Band Constitution

**Band Council** – The Band Council is charged with the task of upholding the traditions of the band. They safeguard the image of the band. They work to fundraise for the band and assist with important band decisions. They are basically concerned with all of the “Off the field” components of the program. They are to provide for the general welfare of the band and serve as a forum for suggestions and complaints. They are also responsible for forming action committees for specific tasks or events. They create end of term slide shows for the enjoyment of the band members. They are to select squad leaders. Council members should be actively involved in the band program throughout the academic year and between terms. Council members are expected to help with manager duties if at all possible. The Band Council is to meet whenever deemed necessary by the Band Captain or Band Director. Each Member has a vote in Band Council Decisions. The Band council is a campus club and is comprised of the following positions:

**Band Captain**-The Band Captain is the primary leader of the band council. They will call and facilitate Council meetings and work closely with the Drum Major and Band Director. They will preside over all council meeting procedures. The Band Captain will be the line of communication between the Director and the Band in “off the field matters”. The Band Captain is the official representative of the Band Council and should be the primary speaking voice when coordinating with other groups on campus. The Band Captain will preside over any decisions/votes of the Council. The Band Captain will ensure harmony in the band on and off the field by working with all leadership students and keeping an open line of communication. The Band captain should also plan and coordinate a thank you banquet for the cheer leaders during or immediately after the football season. They will be in charge of distributing stars/citations after the first competition performance along with the Drum Major. The band captain is responsible for the over-all condition of the band room. The band captain is to oversee and assist when necessary with all representative responsibilities described in the section below. The band captain runs stretching blocks with the drum major when possible and appropriate. The band captain, along with the Drum Major, shall place members into squads after the squad leaders are selected by the council.

**Drum Major/Assistant Drum Major**-The Drum Major is the student leader of the band along side the band captain. They work closely with the Band Captain and Band Director. In council decisions, the Drum Major is expected to work in support of the Band Captain. In “On the field” operations, the Drum Major is the student authority. They are to manage the Section Leaders in whatever capacity is deemed appropriate by the band director. The Drum Major will be the line of communication between the Director and the Band in “on the field matters”. Drum Majors will be responsible for running the band in many rehearsal situations such as stretching, moving from one place to another, marching basics, and other duties as needed. The Drum Major is the student conductor. The Drum Major also serves as the Freshman Representative to insure fair representation of the freshmen in band decisions. They will oversee or otherwise ensure set up for home football games along with the freshman band students whenever possible. They will be in charge of the distribution of stars/citations after the first competition performance along with the Band Captain. The Drum Major, along with the Band Captain, shall place members into squads after the squad leaders are selected by the council. The Drum Majors are also responsible for uniform and instrument inspection before performances. The Drum Majors should work with the Band Captain to ensure cleanliness in each of the section areas of the band room. The drum major should not work in any of the manager areas such as uniform crew, loading crew but the assistant can. The assistant DM is essentially

the DM in waiting. They share many of the responsibilities of the drum major. The Assistant Drum Major is expected to insure field set-up. This can be done through being a field/equipment manager or through working closely with the field/equipment managers. Also, the Assistant may elect to form and serve on a recruitment committee.

**Color Guard Captain/Assistant Guard Captain**-The Guard Captain operates on the council as the representational voice for the color guard in “Off the field matters”. The guard captains are also the “On the field” student leaders of the color guard. They will often be asked to run stretches and warm-ups during guard rehearsals. The Guard Captain must see to the proper loading of all guard equipment when transporting. The Guard Captain must conduct uniform inspection before performance. The Guard captain and assistant are in charge of planning and designing the stage shows at the end of each term. The guard captain and assistant is responsible for maintaining the guard closet. The captain and assistant must ensure that all needed rehearsal equipment is accounted for. The assistant Guard captain is essentially the GC in waiting. They share many of the responsibilities of being GC. Also, the Assistant may serve on the recruitment committee.

**Secretary/Treasurer**-The Council Secretary is to take notes during council meetings, keep track of equipment loans (in certain cases), etc. Treasurer duties include collecting money in certain situations and assisting with student led fundraisers. One task that the Secretary is responsible for but may delegate, is the development of a band year book for the director’s records and for any interested band members. When a donation is presented to the band, the Secretary/Treasurer is to produce a thank you letter with the assistance of the band council. Each thank you letter should be signed by council members and the Director. The secretary is to manage or oversee any social media sites representing the band (not including the band website). The secretary is to proof read all documents presented to the band to ensure correctness and to ensure that the document reflects the beliefs of the council. The Secretary/Treasurer must be a Junior or Senior during their year of service.

**Freshman (DM), Sophomore, Junior, and Senior Representatives:** These students are charged with the task of representing their class in council meetings and decisions. They are elected by the band members of each respective class and, with the exception of the Freshman Rep, must be a member of the class they are representing. They must consult with their represented class to discover issues that need to come to the council’s attention. They should conduct class meetings as needed to gather opinions regarding council related issues. The senior rep is to assist in planning the end of term Awards Nights and will coordinate the senior gift (something left behind for the band). The senior rep is also in charge of organizing senior say, a series of senior speeches conducted at the end of evening rehearsals. The senior rep is also in charge of planning the senior sleep-over which normally occurs late summer or early fall. The junior rep is responsible for operating the first aid kit and should check it regularly. The Junior rep will serve on any sub-committee formed for the purpose of fundraising. The Junior rep should also directly oversee and be responsible for the planning of summer carwashes. The sophomore rep is in charge of making all necessary posters or insuring that they are made. The sophomore rep is in charge of Freshmen welcoming activities during the summer and during band camps. The Sophomore Rep is in charge of overseeing or delegating responsibility for the band breakfast days.

The Band Captain is to oversee and assist when necessary with all of the representative duties as described above.

**Appointed Council Member (Director’s appointee)**-The band director may appoint a student to the council if it is deemed necessary by the director. This individual may be a band manager, historian, assistant, or any other position necessary. The Council appointment can be made at any point during the school year and will last through the end of the school year unless the appointee is dismissed from council.

**Council Restrictions and protocol** – Council meetings will not be official without at least half of its members or without informing the Band Director. All council decisions are subject to the approval of the Band Director. Dismissal from office, if necessary, shall be approved and decided only by the band director. Council members may initiate dismissal of another member through private discussion with the director. The Band Captain will fill the duties of the dismissed member until a replacement is appointed by the Council and Director. If the Band Captain is dismissed from council, the senior representative will fill in for the remainder of the term. These considerations also apply to students who quite the council. Band council members are to be actively engaged in all council meetings and activities. Recurring instances displaying lack of interest or effort in council meetings/activities will result in a student’s dismissal from council. If the Drum major or guard captain are dismissed from their position, their assistant will temporarily fill the position until a replacement is found or the director may elect to promote the assistant to full time duty. Council members must be enrolled in a band class at all times in order to be on the council.

The following protocol should be followed when conducting a council meeting:

1. Call to order (Captain) noting the date, time, and members present for the Sec. to record.
2. Secretary reviews notes from previous meeting.
3. Captain announces meeting agenda determined prior to meeting.
4. Work through each agenda item with any needed discussion and votes. Take notes on decisions made.
5. New topics. If time allows, new topics may be introduced and discussed at this time. Votes can occur on time sensitive items or can be reserved for the next meeting.
6. Review decisions made at the meeting.
7. Establish a date, time, and agenda for the next meeting.
8. Meeting adjourned (Captain).

Discussion and Voting:

1. Members must have “the floor” to speak. Band captain gives the floor when a member raises their hand or can elect to allow for a more informal style if appropriate.
2. Discussion must stay on topic unless a motion is made to move on or vote or conclude.
3. All motions must be Seconded.
4. Any restricting or expanding of the topic at hand requires a motion and second approved by the band captain, sometimes requiring a vote of protocol following the motion. Ex: “those in favor of putting it to a vote, say aye”
5. The council may elect to push items to committee so that they are decided by a subgroup.
6. Items may be “tabled” to a future meeting.
7. The conclusion of each item must be recorded by the secretary.

**Election of Office** – All elected Council Members will serve for the term of one academic school year or until replaced by a successor. The following positions shall be elected through majority vote (%51 or higher): Band Captain, Class Representatives, and Secretary. In cases when 5 or more students run for a position, two rounds of voting may be used to encourage accuracy in determining a majority. Remaining positions of the council shall be appointed by the band director (Drum Majors, Guard Captains, and Director’s appointee). All potential Council members must write a letter of intent to the Band Director before announcing their candidacy/Try-Out. During the Spring Term Banquet, there will be a ceremony

representing the “changing of the guard” for the drum majors and guard captains (including assistants). The following year’s council will also be announced at this time.

**Constituency** – The Class representatives will be voted on only by the students of their grade level who are currently in a band class or participated in one during the academic year and planning on continuing with band in any capacity the following year. The Secretary and Band Captain will be voted on by ALL students who are currently in a band class or participated in one during the academic year and planning on continuing with band in any capacity the following year. The Band Captain will also be voted on by seniors who participating in band during their senior year. Senior votes will be used in cases where there is no clear winner as determined by the band director.

**Drum Major/Guard Captain Try-outs** – Each Applicant will be interviewed by the Director, participating staff members, and additional guests selected by the director. Additionally, applicants will be administered a skills test. Potential Guard Captains will demonstrate the ability to teach equipment to a novice student. Drum Major Applicants will Conduct the band and Lead a vocal drill down. The band director will ultimately make the choice for who is to be granted the position. There is an additional form that students must sign that outlines the try-out process and requirements for these positions.

### **Leadership positions not in Band Council**

The following positions are not in the Band Council but their input and expertise should be considered when making council decisions.

**Section Leaders** – Before each marching season, the band director will select a section leader for each instrumental section. Smaller sections may be combined if deemed necessary by the Director. Section Leaders are responsible for their section in several ways. They will run sectional rehearsals and will be generally responsible for their section and for development of fundamental music/guard skills. They will coordinate sectionals outside of regularly scheduled rehearsals. Section Leaders will often be asked to make sure their members are on time and informed. They are to contact their section members when announcements are made between rehearsals. They are to check their members for uniform parts and equipment. They are to enforce on the field discipline when necessary. For section leaders, on the field comments are generally limited to discipline related issues or instrument carriage issues (horns up, attention, etc). They are to make sure their members are abiding by the rules and expectations of the Band. Sectional leaders are to always make sure their section’s instruments and equipment are set down in an orderly fashion when on the ground. They are to make sure that their members have their music and are to make copies when needed for their section. Section Leaders are to insure that their section’s equipment is being loaded when the band is traveling. They are to conduct instrument inspection for their section. They are responsible for carrying any needed instrument maintenance supplies such as drum keys or valve oil. Section Leaders must manage locker distribution and maintenance for their section and must enforce the use of updated flipbooks. Section leaders should monitor and enforce cleanliness in their section’s instrument storage area. Section leaders may also be Council Members and vice versa.

**Squad Leaders** – During the summer, prior to band camp, the band council selects squad leaders. The amount of squad leaders selected is roughly equal to 1/8<sup>th</sup> of the total band size. The squad leaders may be section leaders and/or council members but this will generally be a diverse group and should consist of only juniors and seniors. Squad leaders train their squad in preparation for daily squad competitions during band camp. Squad “comps” consist of spirit competitions, dress up days, teamwork activities, “drill downs”, and

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marching routines. Squad leaders will also typically have a few other opportunities to lead their squads after band camp for bonding activities, fundraisers, etc.

### **Manager Positions –**

**Librarian:** The Band Librarian(s) is delegated by the Band Director or chosen by the past Librarian with the approval of the director. This person could be a non-band member in certain cases. The Librarian is tasked with making copies, organizing music, assembling music folders, collecting and distributing music and so on.

Composition: Band Director's Teacher's Assistant plus any appointed members.

**Loading Crew:** The Loading crew is composed of band members who are in charge of loading and unloading the trailers properly. They may be aided by other band members but are to oversee the loading and unloading process. The more senior members are in charge of recommending and training replacements for themselves when they graduate or leave the program.

Composition: Pit and Battery Section Leaders, Guard Captain, Appointed Members. Will not include current Drum Major. Should represent a variety of classes.

**Uniform Managers:** These members are responsible for the care and organization of the band uniforms. They are responsible for issuing and collecting loaner equipment, making any possible uniform repairs, and identifying uniform needs for the band. They are also to oversee the distribution of uniforms before band functions. The only students allowed in the uniform closet are the uniform managers or "crew".

Composition: Appointed members. Current members are in charge of recommending a new member every year which must be approved by the Director. If possible, should be comprised of 1 Sophomore, 1 Junior, 1 Senior.

**Equipment/Field Managers:** These students are responsible for the set up of the field during marching season. This includes yard markers, loud speakers, additional ladders, podiums, and other field equipment.

Composition: Assistant Drum Major and Appointed members. Color Guard Members.

**Web Site Manager(s):** The Web Site Manager(s) are responsible for the maintenance of the band web site (deloroband.com). This includes posting upcoming events, updating information, aesthetic development, and monitoring for technical problems. The manager is to insure that the site represents the band well with no inappropriate postings or pages. The manager is to limit any personal information or personal commentary appearing on the site. The manager is to consult the band director when any changes to the site are planned. The manager is to work with the Band Council Secretary to insure that proper coordination is taking place between the website and any social media sites representing the band. It is recommended that the band director manage the site so that information is up to date.

Composition: Qualified Volunteer approved by the Band Director or Band Director.

**Recruitment Committee (standing committee):** The recruitment committee is charged with the task of actively recruiting and advertising for the band program throughout the year.

Composition: Junior Rep (head member) of designee, Assistant Guard Captain, Assistant Drum Major, and appointed members.

## **BAND HONORS AND AWARDS**

**Citations/Stars** – Citation pins are a component of the band uniform. Students earn a citation per marching season. The citations belong to the band until the student finishes their final year but students will be responsible for them. Students will be charged for replacement pins. The stars are similar to the citations but given to the color guard members. Citations and stars are distributed after the first competition performance. The band captain and drum major will be in charge of distributing the citations/stars.

**Pins** –Pins are given to each student who completes three semesters of any one band-related class. The pins vary depending on the class. If a student completes two terms of percussion and guard class, they will receive a pin and they may choose which one they want.

**Letters** – Students who complete four semesters of active band involvement with a grade of an A- or better are awarded a letter. This is a band related patch that may be placed on a “letterman’s” jacket.

**Patches** –Occasionally, patches may be offered for students who participate in a particular show or band unit such as the rifle line in the guard or the trumpet section, etc.

**Bell** –When students complete 8 consecutive semesters of band involvement at Del Oro with a grade of A- or better, they are awarded a bell. This is one of the very highest band honors.

**Most Inspirational Senior** –At the end of each Term, current band members vote on the senior who they feel has been most inspiring.

**Most Outstanding Class Awards** –One member of each grade level will be chosen by the Director as Most Outstanding. These awards are given out at the end of each semester. This award focuses on the individuals contributions to the band, over-all effort, and enthusiasm. At the end of the Spring Term, their will be no Most Outstanding Senior selected as this honor is instead recognized through the other senior awards.

**Most Improved New Member** –This award is given out at the end of the marching season to the freshman who showed the most improvement.

**John Phillip Sousa Award** – This award is handed out at the end of the school year and is decided by the director. It is one of the highest award given for the program and acknowledges superior musicianship and outstanding dedication.

**Luis Armstrong Award** – This award is handed out at the end of the school year and is decided by the director. It is given to the student who most embodies what jazz is all about.

**Ron Jones Band Award** – This award is handed out at the end of the school year and is decided by the director. This award is a way to recognize a band senior who has demonstrated outstanding leadership skills and who has served the membership of the band and upheld the legacy of the band.

### Part 3: Band Member Responsibilities and Code of Conduct

*The following items are to be adhered to during all band functions including rehearsals, performances, while in transit (in busses or cars), or at any scheduled band event. Rules will also apply whenever students are in a band space such as the band room, at show encampments, or on campus. Students are also encouraged to observe any applicable band rules while in public.*

- I. Respect – Always show respect for yourself, your peers, your teachers, your school, and your community. You are to support each other through positive language and encouragement. ***Negative language and rumor spreading will not be tolerated.***
- II. Respect people's space and property – Students shall not needlessly touch or move other peoples' things. ***Whenever something is borrowed, it must then be returned to the proper place and in good condition.*** When using a location for rehearsal or performance, it should be left clear of trash.
- III. Be on time! – It is the responsibility of the member to be on time, every time. Students should discuss any potential issues with the director and appropriate student leaders well in advance.
- IV. Inappropriate language, messaging, and other forms of communication are never acceptable – Choose your words carefully. This includes social media.
- V. No "PDA" – Public Displays of Affection are not appropriate on school grounds or during any band function or when wearing any attire identifiable with the band program.
- VI. Follow the chain of command – The band leadership structure is to be abided by during rehearsals and band functions. See the Director to discuss leadership issues.
- VII. Do not bicker or argue. Disagreements should be handled in a civilized manner outside of class time. This includes social media sites and other written communication.
- VIII. During any band function, students will stay in groups of *three or more band members*. Anyone not in band, including parents, cannot count as a second or third person.
- IX. Friends and significant others not in band should not be in the immediate vicinity of rehearsal or performance. During band functions, do not expect to spend time with friends, family, or significant others who are not in the band. This includes "downtime" during rehearsals and performances.
- X. Care for all instruments and equipment. All members must display proper care, cleaning, maintenance, and use of all instruments and equipment. This includes proper storage of items, carrying items correctly, using only items assigned to you and transporting items safely.
- XI. Take Pride in your band room. – The band room is to be treated with respect at all times. There will be no eating or drinking in the band room unless given special permission. Eating in the room during school lunch/brunch will be allowed only if the room's kept tidy. Dirty shoes are not allowed in the band room.

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The band room should not be left open and unattended.

Band room lockers and attached rooms should be kept tidy.

Do not leave personal possessions in the room or attached rooms. Use lockers or other assigned spaces.

### XII. Uniform Etiquette – While in uniform...

Official Band clothing such as Band Polo shirts and the band jackets may not be altered in any way without the director's permission. Patches may be used if approved by director.

Students will wear their uniform properly and will be responsible for all of its components.

Students will not eat or drink (other than water) without permission.

Students will not run or roughhouse.

Students will not wear makeup/jewelry unless part of the uniform or approved by the Director.

No PDA in uniform. When in uniform (including away game uniforms), this includes any hugging or holding hands.

Students will only use the uniform components assigned to them.

If carrying a uniform part, students will do so in a uniform and orderly fashion.

### XIII. Field (rehearsal) Etiquette – While on the field (when rehearsing in general)...

Students will not spit on the ground.

Students will wear proper marching footwear if on the field.

Students will set down Instruments/Equipment/Personal belongings in an organized manner.

Students will avoid stepping over equipment or walking through a working section.

Students will refrain from making corrections to other members unless given the authority to do so.

Students will not talk (excluding breaks/relax) unless required by the nature of the lesson or their responsibilities.

Students will reset quickly between marching sets.

Students will not use instruments/equipment other than their own.

### XIV. Take Pride in your band. The Golden Eagle Band is what it is now because someone before you cared enough and was willing to uphold the tradition of excellence. You represent the band, the school, and the community both on and off the field. It is your duty to exemplify what it means to be a Golden Eagle.

I have read and understand the student code of conduct and I agree to abide by it as a member of the Del Oro High School Golden Eagle Band.

Name: (Please Print Clearly) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_