

**Mount Vernon High School
Band Handbook
2021-2022**



Directors

Ms. Megan Aubihl

Mrs. Julia Haller

Mr. LeRon Carlton-Percussion Instructor

Dear Parents/Guardians and Students,

I am excited to see you all back to school and look forward to another successful year in the Mount Vernon Band Program. As usual, our year starts with marching band rehearsals, uniform fittings, pictures, band camp, performances, and football games. Please take the time now to add our band dates into your family calendar.

The following handbook was designed to serve as an introduction and guide to the standard operating procedures of the Mount Vernon Band Program. The purpose of this handbook is to let both students and parents/guardians know what they can expect from the instructional staff and what we expect of your students. The policies and procedures of this handbook were designed to more efficiently run the Mount Vernon Band Program, allow us to take better care of our equipment, and promote a high quality performance expectation.

The Mount Vernon Band Handbook is a supplement to the Mount Vernon High School Student Code of Conduct. All school rules, procedures, and consequences apply to our students at all times. If you have any questions or concerns, please do not hesitate to call or e-mail Ms. Aubihl or Mrs. Haller

I believe that our band members are among the hardest working students in the entire school. Within our group we have representatives from every varsity sport and nearly every club and academic study at MVHS. The Mount Vernon community expects great things from their students and I am always amazed at the high quality performances our students display on a weekly basis. I am proud of each one of you and look forward to working with you in the year ahead.

Go Yellow Jackets!



Megan Aubihl

Director of Bands, Mount Vernon High School

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Mount Vernon High School Band Mission Statement

The goal of the Mount Vernon High School Band Program is to provide all students a quality music education. Music has long been an integral part of education. The goal of our program is to achieve the highest quality performance by focusing on the individual performer. Students will be challenged to perform correct fundamental playing techniques paired with playing experience in a wide variety of ensembles. Concert Band, Symphonic Band, Marching Band, Jazz Ensemble, small ensembles and solo experience leads to a well balanced player. Performance opportunities, especially those sponsored by the Ohio Music Education Association, are strongly recommended for all students. Recognizing that instrumental music teaches more than musical concepts, ideas of teamwork, time management, dedication, self esteem, leadership, cooperation, and responsibility will be demonstrated and reinforced by the music faculty and students. Band is an excellent opportunity for our students to work in a real life performance atmosphere. Therefore, we ask that our students give their best effort during all of our rehearsals and performances. Our goal is not only to create a high quality music education program, but also to create a high quality, well-rounded student through our performance experience.

Leadership

I.) The Directors

The directors are ultimately responsible for all the procedures and performance practices. If you have questions about times, procedures, dress, events, or absences you need to ask one of the directors. The director's goal is to provide you a challenging, rewarding, and safe musical experience.

II.) Advisors

These are people hired by the school district to assist in the teaching needs of our program. They run sectionals, help in drill rehearsal, and oversee his or her specific area. The advisors and directors work closely in planning and teaching of a performance. These individuals should be treated with the same respect that our students show our faculty.

III.) Drum Major(s)

These are students that have been chosen by the directors to serve as student leaders during rehearsals and performances. Drum Majors not only conduct the marching band but are also responsible for making sure everyone is at the right place at the right time for rehearsal.

IV.) Section Leaders

Section leaders are upperclassmen that have been selected by the directors based on their chair placement, seniority in band, dedication and leadership in band. Section leaders are responsible for their section's musical performance. From time to time it may be necessary for a section leader to run a sectional. In addition to music preparation, sections leaders will be responsible for testing their sections on required music. Sections Leaders will also help enforce marching style and proper uniform wear.

Mount Vernon High School Band Ensembles

All students enrolled in the Mount Vernon Band Program will participate in Marching Band for the first semester and in one of our concert bands for the second semester. Upon completion of the school year, students will receive 1.25 credits for the class.

Marching Band The Mount Vernon Yellow Jacket Marching Band exists within a well balanced instrumental music program and provides our students the opportunity to play, understand, and enjoy a wide variety of music. The goal of the Yellow Jacket Marching Band is to provide high energy, high quality musical performances. Although our performance venue is a football field, we will always strive for the highest levels of music performance. Everything we do, both on and off the field, will reflect on the quality and class of the Mount Vernon Band Program. The Yellow Jacket Marching Band is one of the most visible elements of our school district. As a member of the marching band you are embedded in not only our school spirit but also our community spirit.

Concert Band/ Symphonic Band The Mount Vernon concert bands are designed to challenge students' musical growth through quality educational and professional music literature. Students are placed in one of our two concert ensembles based on a live audition held in February. Both bands perform several formal concerts a year including the OMEA District Large Group Adjudicated Event. It is our goal to place students in a group where they will gain the most valuable playing experience based on their ability level.

Mellow Jackets The Mount Vernon Jazz Ensemble is open to members in both ensembles based on instrumentation needs and ability levels. The Mellow Jackets is an auditioned group and all members are expected to audition each year. The goal of the jazz ensemble is to explore the history, styles, and techniques of jazz music. The Mount Vernon Jazz Ensemble is an extracurricular ensemble meeting one night a week after marching band season. Students must be at every rehearsal and must meet the eligibility regulations for extra-curricular activities.

Basketball Pep Band The purpose of the pep band is to provide high quality musical entertainment at Mount Vernon home basketball games. The band performs at select games. The pep band is open to all band members.

Students must be members of the band program to participate in any of our ensembles with the exception of our rhythm section for jazz band (piano, bass, and guitar).

Grading Policy Marching Band (1st 9 weeks grade)

Grades:

Your grade will be based upon the following formula:

45% Playing Assignments/Check Off's 45% Performances/Concerts (Daily individual preparation and performance) 10% Participation (attendance, attitude, & proper equipment)

Playing Assignments/Check Off's—45% Students will be graded on their ability to perform the marching band show music. You are being tested on the accuracy of pitch, rhythm, and musical nuances in each piece. You will need to test all music for pre-game and any music we perform for a half-time show. Students will be able to play their music for Ms. Aubihl at band camp sectionals or before and after school. Any music that is not checked off with Ms. Aubihl will need to be recorded and submitted via Charms. Although time will be given during rehearsals to test music, it may be necessary to make arrangements outside of class to test your music. Ultimately, it is your responsibility to make time to test your music by the assigned deadlines. If you are unsatisfied with a grade you receive, you may retest to receive a higher grade. Music that is not tested by the student will be entered as a 0.

Performances/Concerts—45% Performances are mandatory. Performances are our *final* exam for the rehearsals you work towards during the week. **Your grade will be automatically lowered two letter grades for missing a performance.** The band is only successful when everyone is present and contributing. Please see your calendar for future dates.

Rehearsal Grade—10% In order to receive full credit in participation you need to be at every rehearsal with a positive attitude and ready to work. When preparing for a new performance it is important that everyone is at rehearsal and working towards the same goal. Your participation in this class will directly affect the success of the entire group. It is also important that everyone has the proper equipment for rehearsal including your instrument, music, drill charts, and a pencil. All students will be inspected before each performance. Infractions to the uniform code will be deducted for the student's participation grade. Listed below are ways students could lose points in their participation grade.

No instrument: -5 points *Uniform Violations:* -1 point for each violation *No music:* -5 points *Not prepared for class:* -5 points *Missing equipment:* -5 points (Reeds, mouthpiece, neck strap, lyre, pencil, ect.)

Grading Policy Concert Bands (2nd, 3rd, and 4th 9 weeks grades)

Grades:

Your grade will be based upon the following formula:

45% Playing Assignments 45% Daily Performance/ Concerts (Daily individual preparation and performance) 10% Participation (attendance, attitude, & proper equipment)

Playing Assignments/ Written Tests— 45% The directors will assign various exercises or excerpts from concert music that students will perform for a grade. The student may be asked to perform the excerpt in front of a group or for the directors. Specific guidelines and rubrics will be handed out for each performance test. Recognizing that music is a skill that students need to practice in order to refine, students are required to take instruments home over the weekend and holidays. Students will also take some written exams covering concepts taught in the literature played.

Performances/Concerts—45% You must come to rehearsal on time and prepared to play. Your grade will suffer if, after warned, you do not properly prepare for upcoming rehearsals. Performances are mandatory. Performances are our *final* exam for the rehearsals you work towards during the week. **Your grade will be automatically lowered two letter grade for missing a performance.** Again, the band is successful only when everyone is present and contributing. Please see your calendar for future dates.

Rehearsal Grade—10% In order to receive full credit in participation you need to be at every rehearsal with a positive attitude and ready to work. Your participation in this class will directly affect the success of the entire group. It is also important that everyone has the proper equipment for rehearsal including your instrument, music, drill charts, and a pencil. All students will be inspected before each performance. Infractions to the uniform code will be deducted for the student's participation grade. Listed below are ways students could lose points in their participation grade.

No instrument: -5 points Uniform Violations: -1 point for each violation No music: -5 points Not prepared for class: -5 points Missing equipment: -5 points (Reeds, mouthpiece, neck strap, lyre, pencil, ect.)

Mount Vernon Band Attendance Policy

2020-2021 School Year

ATTENDANCE IS MANDATORY AT ALL REHEARSALS AND PERFORMANCES.

EXCUSED ABSENCES: Included are family emergencies and personal illness. If at all possible, please call Ms. Aubihl at 740.324.5425 prior to your absence. When you return you must fill out an absence request form and have it signed by a parent. If you are excused from a performance you will be expected to record all music performed at the event within 5 school days of the missed performance.

Athletic Events/School Functions: Also included as an excused absence are conflicting school functions. You must notify a director prior to the event for approval. Club meetings are NOT considered excused. If you are going to be absent from an event you must fill out an absence request form, signed by a parent, at least 3 weeks prior to your absence.

Unexcused Absence: An absence will be counted as unexcused when...

1. You fail to report for a performance or rehearsal.
2. When your absence is not approved by a director prior to the date.
3. When you are tardy to three rehearsals, you will receive one unexcused absence.

Consequences: A portion of your grade is based upon attendance/ participation. You are part of a “performance based” organization where everyone is needed for a successful performance. The following is in effect:

Unexcused Rehearsal Absence-Partially lowered grade per absence. You could also be suspended from the next public performance and not receive credit.

Unexcused Performance Absence-Automatic lowering of 2 letter grades per absence and performance suspension. Abuse of this will constitute your removal from the band.

Three Unexcused Tardies-Partially lowered grade per absence. You could also be suspended from the next public performance and not receive credit.

You must fill out an absence request form (in google classroom) for every absence you accumulate. The form must be signed by your parents/guardian. Please remember that the absence request form is a *request* to miss an event. The directors reserve the right to approve or disapprove your request. Excuses such as “I had to work,” “I couldn’t get a ride,” and “I forgot,” will not be accepted as excusable absences.

Remember, band is not a club or a sport; it is a graded course which you selected. Everyone has received a schedule, so please plan accordingly. **An absence request to miss a performance must be filled out three weeks prior to the scheduled performance.** Your commitment to this band is essential for our success. **Excessive absences from class or after school rehearsal could result in the students being removed from next performance.**

Absence Make Up

If your absence is excused (from school or after-school rehearsals) you will be assigned one of the following four tasks as make up work. **All make up work must be turned in within 5 school days from recorded absence.** Makeup work turned in outside the 5 day window will not be accepted. The directors may give a student a choice of several activities. Multiple tasks may be assigned for multiple absences. Excessive absences from class or afterschool rehearsal could result in students being removed from the next performance even if makeup work is completed.

1. **Practice Log:** You will be required to practice 20 minutes for each rehearsal (in school or out of school) for each absence recorded. You will document your practice on the practice log available in google classroom. Your practice log must be verified by a parent.
2. **Recording:** You will be required to record a section of music to be determined by the director. Recording will be submitted through *Charms*. Assignment details will be given by Ms. Aubihl. Absence from a concert can only be made up by recording the concert music.
3. **Lesson with Director:** You will be assigned a 20 minute lesson with a director during a study hall or an after school time of your choosing. You will work with the director on material covered during your absence.
4. **Administrative Work:** You may be assigned an administrative task such as filing music, copying music, setting up the room, etc. for 20 minutes during study hall or an after school time of your choosing.

Classroom Expectations

General Band Room Rules

- 1) No gum, drink, or food is permitted at any time. Eat in the cafeteria, not in the practice rooms or small ensemble rooms.
- 2) You are responsible for the cleanliness of your own area in the instrument storage and band room. Do not leave anything but your music, instrument, and mutes in your band locker. Always lock your locker. Always close and latch your case! This is not your gym locker! Keep your clothes, shoes, and lunches elsewhere.
- 3) Stay away from other people's instruments, music, and belongings. Do not use another person's instrument under any condition. Show respect for other people's items.
- 4) Vandalism will not be tolerated.
- 5) No cell phones permitted in the classroom or on the field at any time. If there is an emergency, talk to one of the directors.

Daily Class Procedures

- 1) Be in your seat (or spot) with your pencil, music, and instrument ready to play at the assigned time by the director. (To be early is to be on time. To be on time is to be late.)
- 2) When a director is on the podium or in front of the ensemble, be quiet, attentive, and ready for directions.
- 3) When a director stops the ensemble in a rehearsal, stop playing immediately, remain quiet, and be ready to listen for directions and feedback.
- 4) Raise your hand and wait to be called on before speaking.
- 5) Play your instrument only when directed.
- 6) Return all of your equipment to its proper place after rehearsal.
- 7) Respect your classmates, teachers, classroom, and all school equipment.

Consequences

1st offense- verbal warning

2nd offense- detention

3rd offense- phone call to parents

4th offense- referral to the principal

*Extreme disruptions to our learning will receive consequences equal to the severity of the disruption.

*All rules regarding class attendance will be enforced through the Mount Vernon Student Code of Conduct.

Behavior: As one of the most visible elements of the Mount Vernon City School District and our community, it is expected at all times that you conduct yourself to bring credit upon our program. Your speech, appearance, and actions directly reflect the values of our program. Always make a good impression.

Transportation: When performing anywhere other than Mount Vernon, everyone will ride the bus to and from the performance location. If special circumstances dictate that a parent or guardian may need to take their child home from a performance, they will complete a transportation form and turn it into Ms. Aubihl PRIOR to the trip. It is the responsibility of the student/family to complete the form in a timely manner. It is school policy that students may ONLY be released to their parent/ legal guardian. The student/guardian must sign out with the director before leaving an event. Transportation forms are available in the band room.

Facilities and Equipment: The school district is not responsible for stolen or damaged instruments that are owned, rented, or borrowed by the students. The instrument storage room and the band room are not secure 100% of the time. Every student is issued a locker or storage space with the ability to lock. It is your responsibility to ALWAYS lock your locker. Parents may wish to insure their students' instrument under their homeowner's or renter's policy.

Students must take proper care of their instruments, including not leaving them in the practice rooms, classrooms, busses, hallways, or on the floor in the storage room. This pertains to the school day, evening, weekends, or vacations. To minimize damage, students should never touch other instruments or allow their own instrument to be touched by others (this means no trading of instruments). An exception to this rule is: asking another student to hold your instrument for safety while you are gone from your seat. Students need to take care not to leave instruments unattended in precarious positions-on music stands, which can be easily bumped; on a chair sticking out into aisles; and standing or laying them on the floor where someone could knock them over or step on them. Instrument cases are to be put back in the students' locker after you

have assembled your instrument. Instrument cases are never to be used as a footrest. Most damage occurs needlessly from carelessness and not thinking. Only percussion students are permitted to play or touch percussion instruments. Also, string instruments should not be touched at any time for any reason unless you specifically ask a director.

School Owned Instruments: The Mount Vernon Band Program is fortunate that it is able to assign students school owned instruments without any type of maintenance or rental fee. We have been able to do so because our students have taken good care of our instruments. Students who are assigned a school owned instrument must sign it out with a director at the beginning of each school year. The student must sign a Mount Vernon Instrument Contract for each instrument being loaned to him or her. It is the student's responsibility to make sure the instrument is in working condition through daily maintenance. The instrument **MUST** be returned in the same condition it was issued. If an instrument is damaged outside of normal wear and tear while under the care of the student, it will be the student's responsibility to pay for any necessary repairs.

Use and Care of Music

- Do not fold, tear, or otherwise destroy the music.

- Use only pencil when marking concert band music. Be neat when marking music and please only make appropriate marks to help you perform the music. Do not re-title the piece.

- Music is a very expensive investment in our program. Every student will receive a folder with his or her music. This is the "textbook" for our class. It is the student's responsibility to bring it to every rehearsal. Students will be charged for missing parts based on the cost of the piece. Please take care of our equipment.

- Concert Band Music Replacement: \$4.00-\$6.00

Joining the Band: To be a member of the band program a student must have participated in band during the previous school year. Students new to the district should have performed with their previous district's band. Any student who is new to the district or who did not participate in band during the previous academic school year must demonstrate their skill on their individual instrument to the director to gain admission to the program. Students who do not individually perform for the director will not be allowed to enroll in the program.

At the high school level, both bands perform literature that is too difficult for beginners to start band. Therefore, no student will be allowed to participate in band as a beginner. Students must have some experience playing a band instrument and perform for Ms. Aubihl in order to participate in band.

Switching Instruments: From time to time the directors may approach students as to their interest into switching to specialized instruments. Instruments such as oboe, bass clarinet, bassoon, tuba, etc. are critical to our performance. Directors will provide school owned instruments for these special

switchovers and provide resources for success. Some students may also have been asked to play a different instrument between marching band and our concert program based on our needs. Students will be allowed to switch if approached by a director for instrumentation purposes. In the best interest of our program, we will not allow students to switch instruments on their own accord. Students who wish to switch instruments must see Ms. Aubihl. Understand that due to instrumentation you may not be allowed to switch. At the high school level we need strong players on every instrument to maintain the excellence of our program. We can't accomplish this if members are constantly switching instruments.

Marching Band

Marching band is a large portion of a student's experience in the Yellow Jacket Band. With marching band, comes many unique considerations and procedures. The following section will give you an outline on policies and procedures for marching band.

Football Games: All marching band members will perform at every Mount Vernon Football Game. During every home game, students will meet early for a brief rehearsal. All students must report for this rehearsal. For all away games, times will be posted in the music wing, band room, and on the band web page for load and leave times. All students must be at the high school dressed and ready to load the busses at the assigned load time. All students are responsible for loading their own instruments onto the trailer. Students who have arrived at the game without the proper equipment will not be allowed to perform and their grade will be impacted.

Students will perform in the stands during the first and second half of the game. Students are expected to be in their assigned spot and ready to play at a moment's notice. Students will also maintain the correct uniform appearance in the stands. We are the soundtrack to the game and we need to react musically to the action on the field.

Students will be released during the third quarter to use the restroom, visit the concession stands and socialize with their friends. Students are expected to be in their seats to play at the beginning of 4th quarter. Students who are not back in time will lose their 3rd quarter privilege the following week. Likewise, students who do not complete music checks, do not follow the code of conduct, are a distraction during rehearsal, do not demonstrate an acceptable attitude, or do not have proper uniform appearance may lose their 3rd quarter privilege.

As a safety precaution, students will always stay in groups of 3 during 3rd quarter and at all away games.

***Remember, 3rd quarter is a privilege, not a right. The directors have the right to remove that privilege at any time.**

Uniform Care: Our uniforms are very important and are the very first thing that the audience sees at a performance. It is this visual aspect that unites our group. We need to make sure that we are properly wearing and caring for the uniforms. These uniforms are very expensive so we NEVER want

to see them all on floor or shoved in a band locker. There will always be racks to hang up your uniform in your garment bag. Please take the few moments it takes to hang up your uniform after a performance to save it from being lost and wrinkled. All students have been issued a garment bag. Uniforms may be dropped off Friday morning of game days in the music wing. Uniforms will be stored at home. Please make sure to open the garment bag when you get home to let the uniform air out.

Our boosters take an enormous amount of time organizing, cleaning, and assigning our uniforms. You are responsible for the uniform assigned to you. No student is allowed to trade their uniform for a uniform or hat in the supply room. If something is wrong with your uniform, you must inform a director or a booster parent on the uniform committee. Uniform committee booster parents or a director are the only people allowed to change your uniform. It is your responsibility to have all of the uniform parts at every performance.

Neglecting uniforms or leaving a uniform (or parts of uniform) after a performance will result in a lowering of a student's participation grade and possible replacement cost of uniform.

Marching Band Uniform

- Black pants with suspenders ALWAYS on
- Marching band coat ALWAYS zipped up unless told by a director.
- Black socks-socks must come above your ankles.
- Black band shoes
- Hat: The hat is to be worn so that the rim of the hat is parallel to the ground. Hats will be kept in the hat box when not on head.
- Hair: If you have long hair, you must put it up under the hat. There should be no hair hanging down the back of your neck.
- Jewelry: There should be no dangly or bar earrings worn. Small studs are the only acceptable earrings. No necklaces, bracelets, or watches.

Summer Uniform

- Band Polo
- Black Dress Pants (purchased by family)
- Black Band Shoes
- Black Socks
- Black Belt (polo shirts are to be tucked in)

Symphonic Band and Concert Band (Concert Uniform)

Option 1—Concert dress. Dresses are purchased by the Music Boosters.

Option 2—Tuxedo coat, pants, cumber bun, and bow tie. Students are responsible to provide a

white shirt, black shoes, and socks. Bowties are \$3.00 and will be made available before the first performance.

Awards

Varsity Letter Students have the ability to earn a varsity letter for their participation in the band program. Students will earn points for the various ensembles in which they perform. When a student accumulates 3 points he/she will be awarded a varsity letter during our spring band concert. The point system breaks down as the following.

1/2 point—Year long participation in marching and concert/symphonic band

1/2 point—Acceptance and participation to Mellow Jackets (jazz band)

1/2 point—Successful participation in pep band

1/2 point—Receiving a Superior Rating on a Class A or B solo at solo and ensemble adjudicated event

1/4 point—Receiving an Excellent Rating on a Class A or B solo at solo and ensemble adjudicated event

1/4 point—Receiving a Superior Rating on a Class C solo at solo and ensemble adjudicated event

1/4 point—Receiving a Superior rating on a class A or B ensemble at solo and ensemble adjudicated event

1/4 point—Performing with the full orchestra

1/4 point—Acceptance to and participation in an audition based honors band

John Philip Sousa Award The John Philip Sousa Award is a national recognition of outstanding musicianship. This may only be awarded to one student per school. The award will be given to the student that has accumulated the most points and has gone above and beyond the regular participation in the band program. This student will be recognized in a special ceremony in May.

Bandmaster Award This award will recognize the outstanding contribution of a senior student(s) to the Mount Vernon Band Program. Students who have demonstrated outstanding leadership and musicianship will earn the award. Points and participation will also count towards receiving the award. Student(s) receiving the award will have their name engraved on a plaque to be displayed in the theatre lobby. The award will be announced at the spring concert.

Mellow Jacket Award This award will be given to the outstanding senior student(s) in our jazz band. Years of participation in jazz band, musicianship, and leadership will be considered for this award. Student(s) should have demonstrated outstanding dedication to musical excellence. Student(s) receiving the award will have their name engraved on a plaque to be displayed in the theatre lobby. The award will be announced at the spring concert.

HANDBOOK ACKNOWLEDGEMENT FORM



I have read and understand all of the policies stated within this handbook. This handbook applies to all virtual learning taking place as well. Please sign and return the back page of this handbook to the directors by Tuesday, August 31st, 2021.

Student's printed name: _____

Student's signature: _____

Date: _____

Parent's printed name: _____

Parent's signature: _____

Date: _____