

2019-2020 BKMB STUDENT & PARENT HANDBOOK

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WELCOME!

This handbook has been carefully created, and serves as the framework for the program. We have adopted and adapted standards and procedures that successfully serve bands throughout the country. By no means is this document a complete picture of our band program, however, most of the essential information is contained within.

Hard-working students, dedicated staff members, involved and active parents, and a supportive school administration and community, all combine to make this one of the finest organizations with which one can become involved.

In addition to the BKMB's guidelines, policies, and procedures, you will find important information regarding the Band Backer organization.

MRS. SARA OSSIAS

DIRECTOR OF BANDS

MR. HARRISON STUPLER

ASSOCIATE DIRECTOR OF BANDS

Southington High School
Music Department

(860) 628-3229 ext 11250



Stay Informed

Keeping informed about upcoming events (competitions, practices, fundraisers, etc.) is crucial to getting the most out of the marching band program.

Website:

www.southingtonbkmb.com

Remind: @SHSBKMB

Facebook: SHSBANDS

Youtube: BlueKnightsBand

More info in Band Backers Section

Keeping Parents in the Loop

Band consumes a great deal of each student's time in the fall. Students must make parents/guardians aware of what is going on at all times so there won't be any surprises.

Parents/guardians spend enormous amounts of time and money to make the band experience possible and they should be respected for caring enough to help their child.

A Message from the Band Directors

Welcome to the Blue Knights Marching Band family! You have chosen to become a member of one of the most active, visible, and rewarding organizations at Southington High School. As the most visible "face" of Southington High School, our band members have thrilled audiences both locally and nationally. The success of this organization is a reflection of the many talented students, like you, who have selflessly given time and enthusiastic effort towards the goals of the group.

As the caretakers of this band program, we believe that through education in music, students can develop sensitivity to their surroundings and better see how they fit into the picture of life as an individual. Of course, there are many facets to this organization that may include marching, playing in ensembles, performance opportunities, instructing others in the section, etc; but the main purpose is to help the student gain insight into his/her world, and to obtain a better understanding of his/her role in our program.

We have put this handbook together to answer some of the most frequently asked questions and have included crucial information about our schedule, policies, and procedures. Please read this over as a family so everyone understands what is expected to help lead us to a successful marching band year.

We are looking forward to an exciting Marching Band season!

Musically,

Mrs. Ossias and Mr. Stuppler

2019 BKMB SCHEDULE

<u>Event</u>	<u>City</u>	<u>Date</u>
Mini Band Camp	Southington, CT	
Band Camp Week 1	Southington, CT	
Band Camp Week 2	Southington, CT	
Preview Show	Southington, CT	

BKMB Organization

As representatives of the Southington High School Marching Band, Southington High School, the Town of Southington and the State of Connecticut, band members and chaperones are responsible for maintaining appropriate behavior at all times.

Band Camp

Two weeks before school year starts, The Blue Knight Marching Band arrives for Band Camp. During these two weeks the band learns marching and playing technique, as well as the music and drill for the field show. Most importantly, they learn what it means to be part of a team, and rely on each other in their unified pursuit of perfection.

Band Camp attendance is mandatory with only Band Director excused absences being permitted on a case by case basis. **Vacation is not an excused absence!**

Leadership

The Band Directors appoint the Drum Majors, Brass/Woodwind Captains, and Section Leaders after an audition process. Any marching band member may apply and audition for a marching band leadership position.

The color guard instructor selects the color guard captains.

The students selected for these positions distinguish themselves as responsible and effective leaders by positive example. Drum Majors, and Captains must also show mastery of musical knowledge.

Drum Majors will attend the Drum Major Academy held during the summer, where they will learn valuable leadership principles and will also refine their conducting and marching technique.

As student leaders, Drum Majors, Brass/Woodwind Captains, Section Leaders, Color Guard Captains, and will lead by example. This includes working with peers to foster a positive atmosphere for all in order to achieve excellence at all times. All student leaders must be familiar with every individual students' drill assignments and music in order to effectively assist in rehearsals.

Drum Majors & Brass/Woodwind Captains

The Drum Majors lead the Blue Knights Marching Band. Drum Majors lead the ensemble in all performances and conduct rehearsals. Woodwind and Brass Captains lead large sectionals during rehearsals. Drum Majors and Brass/Woodwind Captains must demonstrate superior ability in musicianship, conducting skills, and marching skills. They must consistently show that they are exemplary leaders in every way.

Section Leaders & Color Guard Captains

Each section is led by students who demonstrate superior ability in musicianship, marching skills, silk/rifle equipment technique (color guard), and leadership skills.

These positions are open to all sophomore, junior and senior Marching Band members.

Student Behavior and Conduct

General Requirements

- All students will adhere to the rules, regulations and policies set forth in the Southington High School Student Handbook.
- SHS Band members will reflect not only the values learned at Southington High School, but those of the community as well. The Band Directors reserve the right to dismiss and send home any student who disobeys the rules and whose general conduct and attitude is determined to be detrimental to the rest of the group.
- Students must meet or exceed the minimum academic requirements as described in the Southington High School Student handbook.
- Marching Band and Color Guard members, along with their parents/guardians, will be required to sign a Marching/Color Guard Contract, which is to be handed in during band camp.
- School physicals will be obtained according to school system policy.
- Medical forms are due on the first day of Band Camp. These forms will include information relating to any special medical situations (i.e. asthma, allergies, diabetes, special medication needs, etc.). We also must have an emergency phone number on file in the event that parents/guardians need to be contacted.

General Band Rules

- I. Smoking, drinking, drug use and concealed weapons are prohibited at all rehearsals and performances. The Band Directors and the School Administration will deal with any violations according to school system policy.
2. If a student is suspended for any reason, that student may not rehearse or perform while suspended. The Band Directors have the right to remove a student from the group should a suspension occur.
3. Shirts, shoes, and socks must be worn at all rehearsals. Students will also follow SHS dress code policy.
4. Chewing gum is not permitted during any rehearsal.
5. No food or drink is allowed inside the band room.
6. A band member must respect his/her uniform at all times.
7. Hazing of any band member will not be tolerated.
8. At rehearsals, members are expected to be seated, warmed up, and ready to begin on time.
9. Insubordination will not be tolerated.
10. The property of others will be respected.
11. Public displays of affection are not allowed while on band time.
12. A band member will wear no jewelry, fingernail polish, or excessive makeup while in uniform.
13. Band members will show respect for other bands at all times.
14. Band members will exhibit proper sportsmanship by cheering the efforts of other bands.
15. Respect will be shown to all directors, administrators, teachers, band staff, parents and volunteers at all times.
16. Profanity will not be tolerated.
17. The SHS Band is a *class act*. Do not do anything that would have to be explained.

Code of Conduct

The Southington High School Blue Knights Marching Band has developed a proud tradition of excellence. In becoming a member of this organization, you assume the responsibility of continuing this proud tradition, which has been established by others like yourself through devotion and hard work.

The SHS band program is dedicated to providing educational opportunities for its students in the performing arts. All educational activities will take place in a professional atmosphere, which promotes social and artistic development of the students through creative and innovative programs, each based upon high quality leadership and instruction. In addition, it is our belief that —"The process is just as important as the product." This places the emphasis on the development and growth of each individual student, not on specific performances.

Those students who have a positive mental attitude, regardless of their individual skills, will always have a place in the SHS Band. Regardless of your ability, if your attitude is not positive and you are not doing your personal best to make the group successful, you should not be a part of this organization. In fact, students who do not project an attitude that is positive and cooperative will be given the opportunity to either change their personal perspective or leave the organization. Those who have pride in themselves will usually project a positive mental attitude.

Characteristics of a positive mental attitude include, and are not limited to, a generally cheerful outlook towards rehearsals and performances, cooperation in the preparation and maintenance of equipment and facilities, and an eagerness to do whatever is necessary to be successful.

In short, the ideal band member is someone who will always give his or her best for the good of the organization. It is an honor to be able to represent Southington High School in performances and events across the Northeast and in our own town.

Should a student perform an act unbecoming of a member of the SHS BKMB, they will be placed on band probation. During this period of probation, the bad member will have strict and explicit rules and guidelines from the Directors as to what they can and cannot do. Failure to follow these protocols may lead to lowering of grade, and/or separation from the band.

Appropriate behavior is expected of all students while representing Southington High School. This includes good sportsmanship, as well as appropriate language and decorum. Public displays of affection are not acceptable.

Behavior Towards Staff & Volunteers

Paid professionals, technical assistants, guest artists, and volunteers are a vital part of the band program.

Without their help, the SHS Marching Band would not be able to achieve the standard to which it aspires. These individuals must have the respect of all students and parents.

Staff members are chosen by the Directors and are directly responsible to them. Students should give these staff members the same respect they would give any member of the SHS faculty.

If a student has a problem with a particular staff member, it should be brought directly to the attention of the Band Directors; not to the staff member directly.

Rehearsal and Performance Rules

Rehearsal start time is the time that the band steps off. Band Members should arrive 15 minutes **prior** to posted start time to be properly prepared. **REMEMBER: —EARLY IS ON-TIME; ON-TIME IS LATE.**

Note to parents/guardians about band practices: Rehearsal ending time is the **anticipated** time that the band will stop practicing **on the field**. (On occasion practices unavoidably run late; please be patient.) Expect to pick up your child approximately 15-20 minutes later.

Visitors are welcome to attend most band practices. However, you must observe **QUIETLY** and from a distance. Many conversations, even those conducted in a normal voice, will eventually combine into a dull roar that is very distracting to the students and instructors.

Every student should bring instruments, pencil, music, dot book and other proper equipment and appropriate rehearsal attire to every rehearsal and performance.

Warm-up will be performed in unison under the direction of the Directors, Drum Majors, Section Leaders or Color Guard Captains. It is important that a professional atmosphere is maintained throughout the entire rehearsal with a minimum of distractions, i.e. no cell phones, talking, gum chewing, etc. Each student should arrive to rehearsal on time and be seated or in formation before the start of rehearsal.

Upon entering the Band Room, please be sure to read posted announcements. Please keep the Band and Guard Rooms clean and orderly. Put all equipment away in the proper storage areas and place all trash in the proper receptacle.

Competitions

Competitions are an important feature of the SHS Band program. It is through these competitions that the band obtains valuable feedback about its progress. Although the band does not “live or die” by any one judge’s or panel’s opinion of its performance, it is important that the group learns the value of giving maximum effort and standing by the results as the best possible effort of the day.

The SHS Marching Band is a member of the USBands. The band competes with bands all over the East Coast. Bands are classified by size (number of members). Scoring is awarded using an “Olympic Scale” of 100 points. Each band receives points for various elements in their performance. The system is similar to those used to score ice-skating and gymnastics competitions. The bands do not compete “against each other.” They compete against a standard. Bands in each class are ranked in order of score.

Competitive performances are packed with emotion. Because of the amount of time, work, and discipline required to produce award-winning performances, the band develops a great deal of camaraderie. Its members share hardship, discomfort, fatigue, heat, cold, long bus

rides, disappointment, tears, success and joy. Along with these emotions comes a high level of tension, which may cause certain students to react in an immature fashion. The goal of the band is to learn to avoid these pitfalls and to channel its energy and attention toward continually improving its performance and the ultimate success that will follow.

The SHS Band will show respect for others by maintaining silence as scores are announced and will graciously accept the results, regardless of outcome. The band will show its respect for other bands and appreciate their performance. Band members recognize that “winning” is defined as having endured hardships, having competed with focus and enthusiasm, and having performed to the best of one’s ability.

The band’s image is based on each individual. Its reputation is based upon the appearance, actions and pride projected by its members. It is the responsibility of each band member to ensure that the best possible image is presented at all times.

Travel Rules and Procedures

1. Possession/consumption of alcoholic beverages and/or non-prescription drugs will not be tolerated. Violation of this rule will result in Administrative action with the possibility of dismissal from the band program and suspension or expulsion from school.
2. All school rules must followed and will be strictly enforced. The music department and school administration will deal with any infraction of these rules.
3. Smoking or chewing tobacco will not be tolerated.
4. Profanity is prohibited.
5. Students are expected to behave at all times in the hotel. Anyone deemed guilty of gross misbehavior will be dealt with by the Band Directors and may be sent home.
6. Rooms are to be locked at all times.
7. Band members are not permitted in any other rooms after hours. No unauthorized persons will be allowed to visit.
8. Parents/guardians and students will be held responsible for any property damage and lost room keys.
9. Shirts and shoes are to be worn at all times.
10. Courtesy is expected in the dining facility. Other groups use these facilities as well.
11. Nothing is to be taken from the dining facility or rooms.
12. Please refrain from the playing of instruments in the rooms.
13. No one is allowed to leave the hotel premises without permission from the directors. Any student found doing so will be dealt with by the Band Directors.
14. Follow all instructions of Band Directors and Chaperones at all times. If you don't understand something, ask!

Bus Standards

1. Chaperones should inspect each bus before anything is loaded, and relay any problems or damage to the driver and band directors.
2. Chaperones should load before students and spread out through the bus. The front seats on both sides of the aisle are reserved for Band Directors and staff.
3. Students must ride the bus to which they are assigned.
4. Students are not to put anything on a bus until instructed to do so.
5. Roll call must be checked before the bus moves and after every stop at which everyone gets off.
6. The bus driver must be treated with respect. Students are to follow the instructions as posted in each bus.
7. No object may protrude out of the bus windows (heads, arms, instruments, etc.), nor should any item ever be thrown or dropped out of a window.
8. Students are not permitted to change out of their uniform unless instructed to do so by the Band Directors.
9. Public displays of affection between students is not allowed on any bus at any time.
10. Normal conversation is appropriate; shouting or screaming is not. Singing may or may not be OK depending on the driver, content and musicality. Good singing may be acceptable; bad singing never is!
11. Personal devices with headphones for listening to music are generally OK as long as the music is not audible to others.
12. Chaperones may reassign seats if they deem it necessary; students may also be assigned to a different bus at any time at the Band Directors' discretion.
13. School bus windows will be in the 'up' position as buses enter or leave another school campus.
14. Buses are to be kept clean at all times. At the end of a trip, each student should check the area around which he/she was sitting, including the floor and overhead storage and remove all personal items or trash. The chaperones will ensure that the bus is left in proper condition.
15. Students will be courteous and thank the drivers and chaperones when returning from a trip.

Attendance

It is important for every student to attend **all** rehearsals and performances throughout the year. Each student plays a very important role in the program and is missed when he/she is not there.

The only excused absences and/or tardiness on the day of a performance or rehearsal are illness or emergencies. Students should call the Band Office at 860-628-3229 ext 250, and leave a detailed message as well as send the Directors a message on Remind if possible. They should also attempt to reach their Section Leaders and notify them. **All other absences and/or anticipated tardiness must be reported to the Band Directors via Conflict Form at least 2 weeks prior to the performance, and at least one week prior to a rehearsal.**

Parents/guardians are urged to see that their children take this responsibility seriously. All material covered at the missed rehearsal must be made up. Absences and/or tardiness due to work are

Excusable absences are:

Sick from school
 Doctor's appointment (If this is a check-up, please try to schedule around rehearsals)
 Death in the family
 Important family engagement (wedding, vacation, trip)
 Religious holiday/Religious class

never excused. The schedule is always announced far enough in advance to avoid conflicts.

Failure to learn missed material may lead in the student not marching at the next performance, due to the safety of the other members. This decision will be made by the Directors up to and including the day of the performance. Their decision is FINAL

Parents/guardians should make every effort to schedule regular doctor's appointments around the band's schedule whenever possible.

Students are responsible for arriving at each rehearsal and performance on time and properly prepared (properly dressed, instrument ready, music ready, equipment ready).

Non-Excusable absences are:

Work
 Driving test
 Attending events such as movies, concerts, and dances
 Birthdays and birthday parties (we'll make sure to sing to you!)
 Trips that aren't given proper notice (one week when missing a rehearsal, two weeks when missing a performance)
 Didn't have a ride (A student's section leader can assist in scheduling rides if necessary)

**BAND MEMBERS ARE EXPECTED TO BE AT THE RIGHT PLACE,
 AT THE RIGHT TIME, WITH THE RIGHT EQUIPMENT**

You can make a positive difference by setting the example!

Football Game Rules

1. SHS home football games are played at Southington High School's Fontana Field.
2. Students stay after school for practice on game days. Most games will begin at 7 PM. A schedule is posted in advance of each game.
3. Students will check out their uniforms for each performance.
4. All band instruments and equipment must be sparkling and —ready to go|| for inspection.
5. No band member is permitted to leave the organization in advance of group dismissal at any time, unless excused by the Band Directors. (A note from a parent/ guardian is needed.)
6. While seated in the stands, only band members are allowed in the ranks. Alumni may return from time to time and are always welcome, but will not be allowed to sit within the ranks of the band while in the stands.
7. Attention should be given to the Band Directors and Drum Majors when they are standing in front of the band.
8. The band will play only as a group while in the stands. Solo performances are strictly forbidden.
9. No inappropriate cheers are allowed.
10. Musicians should avoid jumping as the team scores a touchdown. Enthusiasm is appreciated, but instruments may become damaged or uniforms torn in the stands.
11. In order to move in an organized fashion, instructions are given in a rapid manner. Members must listen to the Band Directors, Band Staff and Drum Majors when instructions are being given.
12. The band will march to the stadium and back from the stadium at all games. Once the band has returned to the band room, students will wait at attention for dismissal by the Band Directors.
13. All equipment should be returned to the proper storage areas as soon as possible. All band members are expected to assist in keeping the Band Room and other areas clean. Personal belongings are not to be left in the band room.
14. All performances are mandatory. If a student is unable to attend a performance, a written excuse note must be provided in advance. Personal illness, death in the family, weddings, and religious holidays are usually the only legitimate excuses for missing rehearsals or performances.

Uniform Policy and Care

The annual uniform cleaning fee for each Marching Band Member represents a commitment by the student and his or her family to maintain the appearance of the band members that is a source of pride for our students and our school. It is also critical to extending the life of the uniforms so that current and future students can experience the pride of being a member of the SHS Marching Band. When wearing the uniform, students are reminded that they represent all the young men and women who helped build the SHS Marching Band tradition over the years. Members should feel proud to wear the uniform, as it stands for glory, tears, hard work and an ongoing commitment to the pursuit of excellence!

Conduct in Uniform

- **No member shall eat or drink (except water and band issued snack) in uniform.**
- Running in uniform is not allowed, as it is out of character and shows lack of respect for the uniform.
- No member should lean or sit on anything in uniform, unless instructed to do so.
- Appropriate language and behavior is expected while in uniform. Inappropriate language/ behavior is disrespectful to the uniform and the beliefs of the SHS Marching Band.

Appearance in Uniform

- **Gentlemen:** Hair should be neatly trimmed.
- **Ladies:** Hair must be braided and/or pinned up so that no hair is showing outside the helmet. Make-up should be worn in moderation.
- When in full uniform, jackets must be buttoned and zipped.
- Shoes are to be cleaned PRIOR to arrival at school.
- The required parts of the Uniform are as follows: Uniform Jacket, Uniform Pants, Black Marching Shoes, Long **Black** Socks, BKMB Member T-Shirt, Helmet, Gauntlets, Gloves
- Only **black** headbands are acceptable.
- The uniform is an eye magnet. Clean and neat uniforms emit an air of pride for the band. It is important that the group looks as good as it sounds!
- Because uniforms are “dry clean only” it is imperative that students wear proper undergarments including a t-shirt with sleeves. Wearing a t-shirt helps to reduce armpit stains and unpleasant odor.
- Students should practice proper hygiene, including showers and use of deodorant. Students may want to consider bringing a washcloth and soap along with a fresh t-shirt for the days that they are unable to go home between practice and performance.
- Since bulky undergarments impede movement students are advised to wear more streamlined undergarments such as long underwear in cold weather or —under armor.
- Jeans, wind pants, sweat pants, sweaters and other bulky garments may not to be worn under the uniform.
- The uniform is polyester, which retains heat very well, so dress appropriately for the weather.
- No jewelry, including watches, necklaces, bracelets, earrings, etc. may be worn while in uniform. A religious pendant such as a cross, Star of David, etc. may be worn on a chain, but it should not be visible outside of the uniform.

Uniform Care

The uniform is an eye magnet. Clean, neat uniforms emit an air of pride for the band. It is important that the group looks as good as it sounds!

- After a performance, the uniform must be placed on hangers with creases of pants in proper alignment, and coats and capes hung properly. Learn to hang your uniform properly. Uniform Committee are not there to do this for you.
- The student then returns the uniform to the uniform closet.
- Be courteous to the Uniform Committee volunteers.
- Either the Band Director or Uniform Committee volunteer should be notified immediately of any uniform issues; such as stains, dirt, or tears.
- Students are responsible for the total cost of repair or replacement of the uniform if it is damaged due to negligence or ill use.
- Repairs must be professionally performed after consultation with the Band Director.
- Uniforms will be cleaned as needed throughout the school year. The uniform fee paid at the beginning of the year covers this expense.
- Hats and plumes belong in hat boxes when not being worn. **Nothing else should be stored in your hat box.**
- Gauntlets, gloves and wrist bands belong in the mesh bag hung from your uniform hanger.

Ensemble Procedures

Band Goals:

1. Produce a quality, “national level” program and field show
2. Maintain consistent attendance record throughout the entire season
3. “Practice like a performance!” (emotion/ focus on a **consistent** level)
4. Seek to improve group focus; instill, promote, and improve group discipline and pride
5. Improve marching technique, marching execution and performance
6. Improve musical technique, musical execution, and performance
7. Improve individual equipment technique, style and grace, foot and body control, and emotional communication of the color guard
8. Increase overall volume and endurance of the hornline
9. Start and end rehearsals on time!!

Typical Competition Week Rehearsal Schedule

Monday: 6:00-9:00

Wednesday: 6:00-9:00

Friday: 2:30-5:00 (Pending Football Game)

Saturday: Times Vary Based on Performance Time

Typical Competition Day Rehearsal Schedule

- Get to the High School, usually before 12 noon
- Bring instruments/ equipment to the practice field
- Practice, usually 3-4 hours
- Load the equipment truck(s)
- Meal (early supper) *
- Get into uniforms/Costumes
- Load buses, depart SHS, travel to the competition site (usually 1 hour or less)
- At the competition site, unload buses and equipment truck(s)
- Proceed to warm-up area; prepare for competition
- Perform field show
- After competing, load the equipment truck(s)
- Band members remain as a group and quietly await the awards ceremony
- After the awards ceremony, load buses and depart competition site
- Upon arrival at SHS, unload equipment trucks and return instruments & equipment to the band room
- Remove uniforms and bring to the uniform closet (folded/hung correctly)
- Clean up the Band Room
- GO HOME!

Typical Friday Night Football Game Schedule

- Remain at the high school after the school day ends
- Practice, usually 2-3 hours
- Meal (early supper) *
- Get into uniforms/Costumes
- Head to the practice football field 1/2 hour before kick-off
- Warm-up, then go to football field
- Perform music while home team enters the field
- Perform the National Anthem
- Play pep tunes during the first half
- Perform the field show during halftime
- After performance, band members return to the stands
- Play pep tunes during the second half
- After the game, return instruments & equipment to the band room
- Remove uniforms and bring to the uniform closet (folded/hung correctly)
- Clean up Band Room
- GO HOME!

Instruments and Equipment

School Instruments

The majority of instruments that the school owns were purchased for the school by the Band Backers, and those that weren't purchased by the Band Backers were purchased with tax dollars. This means that regardless of where the money to buy a school instrument came from, parents, neighbors, and friends have paid for them.

Instruments are extremely expensive to purchase and maintain, so treat them accordingly to prolong their useable life.

The Band Directors examine all school instruments every June, and schedule appropriate repairs as their budget allows. By August, school instruments should be in perfect working order. If it is not, one of the Band Directors must be notified immediately. If a school instrument being used by a student requires attention or service during the season, one of the Band Directors must be notified IMMEDIATELY!!

WHEN USING A SCHOOL INSTRUMENT, THE STUDENT ASSUMES RESPONSIBILITY FOR IT, AND MAY BE REQUIRED TO PAY FOR REPAIRS RESULTING FROM WILLFUL DAMAGE, NEGLIGENCE, OR LACK OF EXPECTED ROUTINE USER-PROVIDED CARE.

IF A STUDENT IS RESPONSIBLE FOR DAMAGE TO A SCHOOL OWNED INSTRUMENT, THAT STUDENT IS THEREBY FINANCIALLY RESPONSIBLE FOR ITS REPAIR OR REPLACEMENT.

Instruments are extremely expensive to purchase and maintain. They must be treated accordingly to prolong their useable life.

Personal Instruments

Each student is responsible for the care and upkeep of his/her instrument. It is very strongly recommended that students have their instrument checked out by a reputable repair shop prior to the start of our competition season. The Band Directors are NOT repair shops!

Neither the school, nor the band, nor the Band Backers, nor any member of the band staff assumes any responsibility for damages incurred to a personally owned instrument, regardless of the cause of the damage.

THE STUDENT IS SOLELY RESPONSIBLE FOR HIS OR HER INSTRUMENT AND ITS SAFETY BEFORE, DURING, AND AFTER ANY BAND FUNCTION, INCLUDING AND NOT LIMITED TO ALL TRIPS, PRACTICES, REHEARSALS, PARADES, AND COMPETITIONS.

As marching band is an all-weather activity, and very hard on certain types of instruments, it is strongly suggested that members consider purchasing an inexpensive beginner-grade instrument for marching band activities if there is a concern for the safety of one's current instrument.

THE USER OF A PERSONALLY OWNED INSTRUMENT ASSUMES ALL RESPONSIBILITY AND LIABILITY WHEN A STAFF MEMBER IS ASKED TO EXAMINE OR SERVICE THAT INSTRUMENT. DESPITE OUR BEST EFFORTS, THINGS CAN AND DO BREAK.

Percussion and Guard Equipment

PERCUSSION AND GUARD EQUIPMENT IS NOT TO BE TOUCHED BY ANY INDIVIDUAL UNLESS THEY ARE INSTRUCTED TO DO SO BY STAFF OR A DRUM MAJOR.

As tempting as it may be to "play" with Percussion equipment, it is important that this equipment be treated with the same respect as any other instrument. The battery instruments, timpani, mallet instruments, and electronic equipment are extremely expensive to purchase, and can not be quickly replaced.

To a Guard member, that flag, rifle, or saber that's tempting you to touch it is their instrument. It is breakable. It does cost money. If an individual is responsible for damaging it or losing it, that individual will be expected to pay for it.

As with other school instruments, if an individual damages or loses a piece equipment, that individual is responsible for the cost of repairing or replacing it. These same rules hold true for any and all other props in use by the Guard and Marching Band.

Instrument Repair Policy

Please remember that having an instrument examined or serviced by one of the Band Directors, or other member of the band staff, is a privilege, not a right. At any time, staff members may decline to examine or repair an instrument for any reason. Additionally, if it appears that a problem stems from willful damage, neglect, or lack of routine maintenance, staff may decline to examine or repair the instrument.

IF AN INSTRUMENT REQUIRES ATTENTION OR REPAIR, PLEASE INFORM AN INSTRUCTOR IMMEDIATELY. DO NOT PUT OFF HAVING THE INSTRUMENT EXAMINED. IF A STUDENT WAITS UNTIL THE LAST MOMENT, THERE MIGHT NOT BE ENOUGH TIME TO REPAIR THEIR INSTRUMENT. IGNORING A PROBLEM WILL NOT MAKE IT GO AWAY.

Care and Maintenance

Regardless of who owns the instrument being used by a student, that student is expected to take proper and appropriate care of it. This means that the student should be actively doing his/ her part to prolong the life of the instrument being used. Specific instruments **REQUIRE** certain care from **the user**. The Band Directors will speak with each section about certain care tasks and will strongly recommended cleaning tools for each instrument. Students should not hesitate to ask their private lesson teacher or a member of the band staff for clarification.

In addition, certain general rules apply to **ALL** instruments:

- **NEVER** lose sight of the fact that instruments are delicate.
- **ALWAYS** remember that ALL instruments are fragile, no matter how sturdy they look. (Yes, even the brake drums and the rail that the pit uses can be broken!)
- **NEVER** touch another person's instrument without getting specific permission, each and every time.
- **ALWAYS** ask before touching somebody's instrument, even if that person is your best friend.
- **NEVER EVER EVEN THINK ABOUT** having soda or eating candy immediately before playing a wind instrument. (It's a really, really, bad idea for percussion and guard too!) In addition to possibly causing dehydration, sugar and other ingredients in soda and candy will stick and ruins pads, cause wood to split, and can corrode or dissolve certain metal parts.
- **ALWAYS** rinse the mouth out with water after eating anything before playing a wind instrument.
- **NEVER** put an instrument (or guard equipment) away wet, regardless of what it's made of.
- **ALWAYS** have a towel ready to dry an instrument (or guard equipment) off. Marching band is an all-weather activity; participants will be outside practicing, playing, and performing in all sorts of weather. Prepare for it.
- **NEVER** put an instrument away in a damp case, even if the instrument has been dried off completely.
- **ALWAYS** take the time to open the case when putting an instrument in a locker if the case is damp or if the instrument was exposed to moisture.
- **NEVER** attempt to repair an instrument unless you are properly trained to do so.
- **ALWAYS** ask an instructor or staff member for advice before tightening screws or making adjustments on any instrument. An improper repair might cause even more problems.
- **ALWAYS** keep in mind that practices take place outdoors, and that there will be instruments, guard equipment, and cases on the sidelines, in the stands, on the ground, and in the middle of forms. Be aware of what's on the ground so as not to accidentally stomp on something breakable.
- **ALWAYS** remember that there is safety in numbers for instruments, which means **ALWAYS** group instruments together neatly by section on the sidelines during breaks, or at other times when it is appropriate to put instruments down. A row of instruments is more easily noticed than one lone instrument.
- **ALWAYS** remember that there are right and wrong ways to put an instrument down, so learn the right way!

Additional Information

Annual Band Banquet

At the end of the fall competition season, a banquet and awards ceremony is held.

The 2020 banquet is on **January 9, 2020**

The cost of the banquet varies from year to year, however senior band members attend free of charge.

This is not a fundraiser, rather it is an opportunity to celebrate the accomplishments of everyone involved with the marching band program.

Each student is recognized based upon years of participation:

1 year: Patch

2 years: Varsity Letter

3 years: Pin

Seniors: Plaque

Meal Plan

The Meal Program was started in an effort to provide all Marching Band Members an opportunity to have a solid, well-balanced meal prior to each performance.

Prior to Competitions and Football Games, Band Backer volunteers serve a hot meal to all participants in the Meal Plan Program. Local establishments, as arranged by the Meal Plan Committee, provide the meals.

Desserts are baked goods supplied by the Band Backer Bakers.

Benefits of the Meal Plan include:

- **Convenience** – No running back and forth to the school on competition and football game days- everything is taken care of.
- **Cost** – Because we buy in large quantities we get a substantial price break.
- **Camaraderie & Safety** – The kids that take advantage of The Meal Plan all stick around – together. They're not rushing off to Queen Street to buy junk food.

Note that this is NOT a fundraiser. Meals are provided at cost, which is typically around \$6-\$7 per meal (\$84-\$90 for the season).

Donations and smart shopping by our volunteers may reduce the actual cost. These savings will NOT be refunded but returned to the general fund.

BE AWARE - THIS YEAR YOU MUST OPT OUT OF THE PLAN IF YOU DO NOT WISH TO PARTICIPATE!

Scholarships

Every year, the Band Backers award two \$500 college scholarships to graduating senior marching band/color guard members.

Scholarship awards are based on many criteria including participation, contribution, and leadership. Applicants are not judged on financial need or college major.

In addition, the Band Backers may provide financial assistance to students attending summer music camps, color guard camps and/or drum major/leadership camps.

In order to be eligible for any scholarship assistance, the applicant's parents or guardians must be Band Backer members **in good standing**.

Parent and Spectator Behavior

Most of us are familiar with proper etiquette at concerts and plays. We are also familiar with proper etiquette at sporting events, and what it means to “be a fan not a fanatic.” Marching band competitions, however, are a blend of athletics and performing arts and many spectators are therefore unsure as to appropriate behavior.

Accordingly, when attending a marching band competition, please remember the following basic guidelines:

- Remain seated throughout the performance of each band; please move about only between performances.
- Turn off the sound on all cell phones, beepers, and PDA devices.
- Only videotape when it is allowed. Most regular season competitions allow videotaping; most USBands Championships do not.
- Avoid idle conversations during a performance. One individual conversation may be quiet enough, but the overall effect of many “quiet” conversations is a dull roar that is extremely disruptive to the band on the field.
- Loud applause at appropriate moments during the performance is perfectly acceptable and encouraged!
- During the show and at the awards presentation it shows proper sportsmanship to applaud the achievement of each competing band.
- When Southington’s score is announced at awards - whether the band finishes first or last - it is perfectly acceptable to stand and offer loud applause in support of the SHS band. It should not, however, be sustained to the point of being obnoxious or disrespectful to the other bands. Southington Band Backers have a longstanding reputation for wearing lots of blue and white and being loud and supportive, BUT we also have a reputation for being a “class act.”
- Marching Band is like any competitive event; everyone wants to WIN and spectators should be enthusiastic about winning. However, spectators must also be respectful of all bands, not just Southington. Behavior at performances reflects not only upon the individual, but upon the entire band, Southington High School and the Town of Southington. Proper etiquette is —contagious|| and sets a good example for other fans and parents as well as our children.

THE BAND BACKERS

The Southington High School Band Backers Club, Inc. (Band Backers) is the parent support organization for the Southington Blue Knights band program.

It is a membership organization governed by an Executive Board. The Band Backers support the band program financially and by providing volunteer “manpower.”

The Band Backers also raise funds through a variety of means including membership dues, special event fundraisers (i.e. *Music of the Knight*; Holiday Pie Sales; Super Bowl Sub Sales; Computer Shows, Mohegan Bus Trip, corporate sponsorships and donations.)

It is a non-stock, not for profit Connecticut Corporation and is a tax exempt organization pursuant to Section 501(c)(3) of the Internal Revenue Code. The By-Laws of the Band Backers are posted on the website.

General Information

The primary purpose of the Band Backers is to promote the musical activities and fellowship of the band, while promoting fellowship among school faculty, parents and friends of the band. The primary activities of the association are:

- To assist and support the Band Director in carrying out the musical activities and social functions of the band;
- Engage in activities that encourage and provide student members of the band with the opportunity to raise funds for the support of their band, and in general fundraising to support the operation of the band.

Membership

Membership is open to all parents of band & color guard students, faculty and friends of the band. Full payment of dues entitles the member to the rights of membership including voting privileges and eligibility to serve on the executive board.

Web Site: www.shsbandbackers.com

The Blue Knights Marching Band website is an extremely valuable source of information. The site is updated constantly and is your one-stop shopping address for all things related to the band program.

Information regarding all planned events with times and locations are posted on the web site calendar. Please consult it often, as details can and do change. Other useful items on the website include:

- Forms and Permission Slips
- Handbooks and By- Laws
- Fundraising and special event listings and information
- Contact information for the Band Staff, Band Backers Executive Board and Committee Chairpersons
- Links to other useful websites

Requests for information to be posted on the website should be directed to an Executive Board Member or the Webmaster for consideration.

Remind

The BKMB uses Remind to send out messages to the entire band. All members and parents are encouraged to join the band Remind so they can receive immediate alerts regarding rehearsals, competitions, football games, weather, uniform, fundraisers, and travel.

Students and parents can also contact the Directors directly in a secure message system to notify of immediate issues, or ask any questions.

To Join: Download the Remind app and join class @SHSBKMB or text @SHSBKMB to 81010

Email List (Band Blast)

By joining the e-mail list you will receive;

- Notification of last minute schedule changes
- The Newsletter delivered directly to your inbox

The email list is an efficient way for you to stay informed about the happenings of the band program.

Social Media

The band's Facebook page is where the publicity team, parents, and students share reminders, video, pictures, and stories related to the band. It is also an important part of the Publicity Plan and members are encouraged to share Facebook invitations to band fundraising events and performances with their friends.

Video of the band can be found at the YouTube site.

Meetings

- General meetings are held on the second Wednesday of each month, exclusive of December, June, July, and August.
- The members of the Southington High School Band & Color Guard are encouraged to attend the Band Backer general meetings.
- The Executive Board meets on the first Wednesday of each month.
- Please be sure to check your email regularly - especially during the competition season.

Publicity and Communications

Publicity is a year-round function of the band and it is the responsibility of the **Publicity Chairperson**.

The purpose of effective publicity is to promote and maintain a positive image of the band, Southington High School and the Town of Southington. It involves the writing, design, photography, production and distribution of news releases and promotional collateral such as ads, brochures, CDs, posters, postcards, etc.

In order to be effective, it is essential that all band communications reflect a consistency in their message and design. Therefore, it is very important that all matters of publicity and promotion be approved and coordinated through the Publicity Chairperson.

Another important component is media relations. Over the years, the band has developed very good relationships with members of the print, radio and television media. Accordingly, **PLEASE** refer all media requests, or story/ photo ideas or submissions to the Publicity Chairperson.

A successful publicity program does the following:

- Creates and maintains a positive image of the band
- Promotes awareness in Southington, which helps the band's fundraising efforts. The more people know about the band, the more they will want to support the program
- Encourages recruitment of new band members
- Fosters regional and national recognition which attracts invitations to participate in prestigious events such as the Gator Bowl, and once-in-a-lifetime performances such as at George Washington's home in Mount Vernon
- Recognizes the talent, hard work and dedication of band members

Band Backers Executive Board 2018-2019

President:	Dan Noonan	dnoonan@goodwin.edu
VP-Band Operations:	Chris Barbour	
VP-Student Administration:		
VP-Fundraising:	Tara Gorr	
Treasurers:	IN- Pat Brino OUT- Kelly Thomas	pbrino@cox.net kthomaso24@aol.com
Recording Secretary:	Jen Semmel	jensemme@cox.net
Corresponding Secretary:	Debbie Mauro	dmauro@cox.net
Publicity:	Michelle Barbour	barbourmj@gmail.com
Team Captain Chair:	Dorothy Potter	potterd@oxfordpublicschools.org

About the Executive Board

The **President** shall preside at all meetings of the club and the Executive Board and shall be a member of all committees (ex-officio) excepting nominating. The President shall appoint all special committees with the approval of the Executive Board. The main goals of the President are to increase membership, promote the program within the community and act as a liaison with school administration.

The **VP - Band Operations** shall preside in the absence of the President, the VP - Student Administration and the VP - Fundraising and shall act as an aide to the President. The VP - Operations shall be in charge of all chairpersons of the Uniforms, Band Banquet, Meal Plan and Pit and Props committees.

The **VP - Student Administration** presides in the absence of the President and shall act as an aide to the President. This officer is in charge of all team captains and the accounting for student's points.

The **VP - Fundraising** shall preside in the absence of the President and the VP - Student Administration and shall act as an aide to the President. The VP - Fundraising shall be in charge of all fundraising committee chairpersons and is responsible to oversee planning and managing all new and existing fundraising activities.

The **Treasurer** prepares an annual budget, receives all monies, keeps an accurate record of receipts and expenditures, and makes payments as voted by the club. This officer submits the books for audit before the annual meeting and oversees the filing of yearly tax return, and prepares financial reports for distribution at monthly club meetings

The **Recording Secretary** keeps accurate records of regular and executive meetings. This office is a member of the Bylaws Committee and reports upcoming Bylaws events to the Executive Board.

The **Corresponding Secretary** sends out notices, carries out all appropriate correspondences of the club and also maintains a membership list.

The **Publicity Chairperson** is responsible for promoting the activities of the Band program and the Band Backer organization as described on page 25.

The **Team Captain Chair** is responsible for organizing and distributing all necessary information the team captains need to pass along. More information on Team Captains can be found on page 22.

Elections of officers occur every year in May, and officers can not exceed three years of service in succession in the same office.

The President and/or the Executive Board appoint committee chairs.

Team Captains

Team Captains are the backbone of the Band Backer organization.

Each year the Band Members are divided into teams, usually comprised of 8-12 members. These teams are formed based on geographic location in an effort to place members of a team as close as possible to one another and their Team Captain. Team Captains are responsible for a number of functions including:

- Delivering important Band-related information
- Distributing fundraising information and collection of orders and payments.
- Collecting money from fundraisers and tracking amounts turned in by team members

Team Captains understand that their position functions year round, not just during marching band season.

It is important that the General Membership respect the time commitment of the Team Captains by making every effort to meet deadlines for turning in information and by returning phone calls to the team captains in a timely fashion. Teams are formed during August band camp when the band roster is finalized. Please contact members of the Executive Board over the summer if you have any questions.

Fundraising and Fundraisers

Several Band Backer fundraisers are held throughout the year. The monies generated by these activities offset program expenses not covered by Family Membership Dues, and support the general operation of the band. Parent participation is necessary in order to plan and execute these activities. All parents will be asked to sign up to help for these events. *In order to provide the band experience described in this manual, fundraising, although not mandatory, is necessary. Everyone is encouraged to contribute their fair share.*

Earning "Points" Helps Pay for Expenses

Throughout the year, numerous student-centric fundraisers are sponsored by the Band Backers to allow students to earn "points" to be used to offset the costs of any overnight trips taken by the Band and for major program expenses.

Trips are optional and the costs are the responsibility of the student and his/her family. It is the goal of Band Directors to provide an overnight trip on a biannual basis.

Certain fundraised points may be carried over by active students throughout their high school years or turned over to a current band program student, or an 8th grader entering the program the following fall.

Music Of The Knight

This is the signature event of the Southington Marching Band program. It is our home competition, which takes place each October. It is critical that we have 100% participation from parents/guardians to insure a successful Music of the Knight (MOTK) each year. Net profits go to the Band Backer general fund.

Music Of The Knight Program Guide Sales

Students sell ads of all sizes to local businesses, friends and relatives. After the first \$300 has been sold, meeting the family commitment, students can ear 1/2 point for each dollar in ads sold.

For Example, if a student sells \$400 in ads, and the family has made its initial commitment of \$100 for Band Backer membership during mini band camp, the student will earn 150 points to their account:

- \$400 in add sales minus \$300 family commitment equals \$100 of excess as sales.
- 1/2 of the excess as sales converts to points = \$50 (points)
- The initial \$100 payment converts to points 1 for 1
- Total points is \$150

The program guide season starts at Mini Band Camp and ends right after Labor Day.

Holiday Season Pie Sales

Students sell Pies, Cookie Dough and Bread prior to Thanksgiving and Christmas each year. A portion of the sale is credited to the student's points account, with the remainder going to the general fund.

Super Bowl Sub Sales

Every year, students have the opportunity to sell submarine style sandwiches to friends, relatives and people in their neighborhood. Sales of subs occur door to door in mid January, with fabrication and delivery on Super Bowl Sunday morning. This sale benefits both the general fund and student point accounts.

Mobegan Sun Bus Trips

Held once or twice a year, the proceeds from this FUN fundraiser go to the general fund.

Marching Band... What's The Point

Why is a competitive Marching Band necessary at Southington High School? What's the point in spending countless hours each week practicing and then shuttling off to locations throughout Connecticut... and sometimes even out of state?

The hard truth is that in order to succeed in the Southington Blue Knights Marching Band & Color Guard, a student must commit mind, body and spirit. Anything less will not do. That is why it's necessary.

When all is said and done and the high school years are over, what lessons learned during these years will benefit students most? Periodic tables? Trigonometric equations? Foreign language translations? Book reports? Physical education adventure games?

While these all play a part in helping mold well-rounded students, the lessons learned in Marching Band will so far outweigh these others that if you post a scorecard ten years from now it will be a rout. In Marching Band one learns the concepts of teamwork, discipline, commitment, accountability and pride.

These do not come easily... and they do not come quickly. It's a lot like being on a diet. You show up to band practice seemingly every day, working to perfect the music and the drill, the dance moves and the tosses... over and over again. There are mistakes, frustration, anger and sorrow along the way. Progress is slow and often painful. Time and again the temptation to quit is there.

But the weight is not lost, nor the lessons learned until later on when time and perspective allow one to look back and see what has been accomplished.

After a while, the perseverance it takes to survive becomes habit... and what a great habit to have!

HAVE YOU HAD
YOUR
BEST REP YET?