

BAND MANUAL

DOVER HIGH SCHOOL BAND

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DOVER HIGH SCHOOL BAND MANUAL

It is the purpose of this Manual to acquaint all Dover Band members with the rules and policies of the organization.

The high standards of the Dover High School Band have been maintained by fulfilling the obligations put forth in this Manual. These rules are to help each individual to develop self-discipline, teamwork, coordination, cooperation, character; and to maintain the Band's previously established professional attitude toward any and all performances.

- The Band Officers

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OFFICERS 1984-85

- Tom McDonald President
- John Granato Vice-President
- Chris Miller Secretary
- John Walkosak Treasurer
- Allison Indorf Historian

Class Representatives

One boy and one girl from each class (seniors, juniors, sophomores, and freshmen) will be elected by the members of their class to serve as representatives of that class to the Band Council.

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GENERAL RULES APPLICABLE TO BOTH MARCHING AND CONCERT BANDS

Director's Council (Band Council)

The Council will consist of a President, Vice-President, Secretary, Treasurer, Historian, a male and female representative from each class, and the committee chairpersons. This council will assist the Director in making, enforcing, and applying policies of the Band. Council will meet regularly each week when the Director feels that it is necessary. Attendance is required by all members. The meetings are open to all Band members, who are encouraged to attend.

Directors' Council was formed to benefit the whole Band and its members. It is the Directors' Council member's responsibility to maintain a positive attitude toward Band and the Council.

COMMITTEES

At the beginning of each August, Band members are required to sign up for a committee with which they will work during the coming year. The committee chairperson will be appointed by the Directors. If one fails to meet the responsibilities of his/her committee, the Band member will be dealt with by Directors' Council.

BAND NEWSPAPER - SWAGGER

This newspaper will be published regularly by members of the committee.

The Swagger will have articles about performances and general information about Band activities, Directors' Council, and Band members.

SPIRIT

This committee involves making posters and decorations for games and performances; directions for guest bands; changing bulletin boards periodically to keep them bright and interesting. They are also in charge of keeping a record of the BEST SECTION for the "Bat." This committee will not be divided into two parts. It will remain the same throughout the marching and concert seasons.

PUBLICITY

This committee's duties include making posters, helping the Director to write articles for the newspaper, television, radio, and school announcements. In general, MAKING THE PUBLIC AWARE OF UPCOMING BAND PERFORMANCES.

STAGE CREW

The duties of the Stage Crew include assembling and disassembling risers, chairs, and stands for ALL PERFORMANCES AND REHEARSALS ON STAGE AND IN THE BAND ROOM.

ELECTIONS

Prior to the end of the school year, there will be an election of officers for President, Vice-President, Secretary, Treasurer, and Historian. Any Band member seeking a position must submit a petition with twenty-five (25) signatures, and the Directors' signatures, to the Directors' Council. Band members may sign as many petitions as they wish as long as they feel that the person running is qualified for the position. Elections will be by secret ballot.

Juniors and Seniors are the only members allowed to run for offices. Band members running for the offices of President and Vice-President are required to make speeches. Balloting will be held as follows: President, Vice-President, Secretary, Treasurer. An election committee consisting of Directors' Council members will be in charge of the elections. Speeches will have a minimum of a minute and one half and will have the maximum of two minutes and one half.

UNIFORMS

UNIFORMS MUST BE CLEANED AND PRESSED AT ALL TIMES. When a Band member is in public, he/she is in complete uniform whether it is marching or concert season. Anyone with hair long enough to cover the collar of his/her overlay must tuck it into the hat so that it doesn't cover the collar (prior to arrival at the school). It is the individual's responsibility to have the paraphernalia to put hair up. Earrings nor any other unnecessary excessive jewelry are not to be worn either in marching or concert bands. Nothing should be worn in your hair during concerts (unless it is ABSOLUTELY necessary).

No unbecoming actions or speech, nor running are permitted while a Band member is in uniform. Any Band member who does not pass uniform inspection, or acts or speaks in an unbecoming manner while in uniform will be dealt with by the Directors. Uniform inspection will be held prior to all performances. The uniform is to be changed after all performances. A ten-dollar (\$10) rental fee will be charged to each Band member and will be good for only one year.

INSTRUMENT INSPECTION

Personal and band-owned equipment must be kept clean at all times. There will be inspection periodically during marching season by the Directors and during concert season by spot checking. Inspection includes not only instrument but also extra useable reeds, valve oil, etc., according to instrument. School instruments carelessly damaged by the student will be paid for by the student.

JOBS

If a student is employed part-time, it is his/her responsibility to see that his/her job hours do not conflict with Band rehearsals or performances. If for some reason a conflict does exist, it should be brought to the attention of the Director immediately, and a solution to the problem will be worked out that will be beneficial to the Band and to the student.

YEAR IN BAND

Any first year Band member (regardless of the year he/she holds in school) will be considered a freshman for the entirety of his/her first year in Band. For the Band member's future years, he/she may join his/her class.

EXTRA REHEARSALS

Extra rehearsals called by the Section Leader or Music Captain must be announced one day prior to the sectional. Everyone is expected to attend all extra rehearsals unless excused by the Section Leader or the Director. The Section Leader must denote the time that a sectional will BEGIN AND END: and hold it as long as, but not longer than, stated.

ATTENDANCE

Attendance for performances are prime requirements for being in the Band. No excuses will be accepted unless an emergency exists. These excuses must be presented in writing with parent's signature and then approved by a Director.

Attendance is required at all rehearsals and performances, both during and out of school time. Attendance is a major consideration for grades and awards. Attendance is required at all sectional rehearsals unless excused by the Director prior to the sectional. Absenteeism at sectionals will affect the student's final grade and will affect the whole Band. Continuous absenteeism and/or tardiness will be dealt with by the Director. The above policies apply to scheduled school rehearsals and extra rehearsals. If a student misses a rehearsal due to a classroom detention, another detention will be added by the Director on a day that does not interfere with rehearsal. Missing band rehearsals due to inappropriate conduct in classes is unacceptable behavior for a Band member.

BUS TRIPS

Band members ride both ways on the bus on which he/she is assigned. Changing of buses will be done only by the Director. Band members must be at the place of departure for a bus trip before the specified time. STUDENTS ARE REQUIRED TO RETURN ON BUSES AND NOT IN PRIVATE VEHICLES.

1. No drinking, smoking or any tobacco use, walking around, nor excessive noise is permitted during the ride.
2. Nothing is to be thrown out of windows.
3. No part of body or clothing is to be outside of windows.
4. There will be no conversation with anyone outside the bus. NO TALKING OR GESTURING OUT OF WINDOWS.
5. BE ABSOLUTELY SILENT AT ALL RAILROAD CROSSINGS.
6. DO NOT PUT THE UNIFORM ON THE FLOOR OF THE BUS.

AT ALL TIMES, CHAPERONES AND BUS DRIVERS WILL BE GIVEN DUE RESPECT AND PROPER OBEDIENCE. CHAPERONES HAVE THE SAME AUTHORITY AS THE DIRECTOR WHILE ON TRIPS WITH THE BAND.

RULES WHICH APPLY TO "MARCHING BAND" ONLY

THE "BAT"

At the decision of the Directors, the "Bat" will be given weekly during marching season to the "Best Section." A record will be kept by the Spirit Committee of the number of times that a section receives the "Bat." Caring for the "Bat" is the responsibility of the section and the section will be held responsible for any damage to the "Bat." There will be NO TIES; only ONE section can receive it. In all cases, the decision of the Directors is final. The Director will explain eliminations each Tuesday night following performance; this may also include a review of each section's performances during rehearsal week.

The following is a list of offenses by which any member can cause his/her section to be eliminated from consideration for the "Bat." 1) Tardiness; 2) Any profanity in uniform or out; 3) Forgetting any part of your uniform or instrument; 4) Making a noticeable mistake during a performance; 5) Any offenses for which a member is reprimanded by a Director or sent to Directors' Council; 6) Unexcused or excessive absenteeism; 7) Conduct which is unbecoming of a Dover High School Band member.

In case of a tie, check-off will be checked.

MUSIC CHECK-OFF

All music must be checked off at the time designated by the Director. This music check-off system is beneficial to the Band. Anyone who does not have their music checked off by the time designated has a good chance of being an alternate or losing seating in Band. Decisions are made by the Director and are final.

Check-off sheets must be completed and handed in on time. Only Music Captains are allowed to change them. They must be kept up-to-date. Music Captains also have the right to assign mild disciplinary actions, as approved by the Director. Severe cases will be dealt with by the Director.

FOOTBALL GAME PERFORMANCES

Band members must attend all football games and remain with the Band unless excused by the Director. No eating or drinking in the Band shelter or stands. The entire Band stays in the shelter during the first, second, and fourth quarters. Band members may go to the nearest concession stand ONLY AT THE DISCRETION OF THE DIRECTOR during the third quarter and must be BACK IN THEIR SEATS BEFORE THE FOURTH QUARTER UNLESS TOLD OTHERWISE BY THE DIRECTOR. NON-BAND MEMBERS MAY NOT SIT IN THE BAND SECTION.

THERE WILL BE NO BODY CONTACT AT ANY TIME. NO INDIVIDUAL PLAYING WILL BE PERMITTED DURING THE GAME WITH THE EXCEPTION OF FANFARES AND CHARGES -- THESE MUST BE PRE-REHEARSED AND APPROVED BY THE DIRECTOR BEFORE THE GAME.

No gum or tobacco chewing.

Band members must make sure that their instruments are in a safe place before leaving for the concession stand.

ALL CHEERS MUST BE IN GOOD TASTE.

TUESDAY NIGHT REHEARSALS

White Band jackets MUST BE WORN at all Tuesday night rehearsals, unless otherwise specified. Since these jackets bear the name of our Band, they must be clean anytime they are worn in public.

CONDUCT MUST BE APPROPRIATE FOR A DOVER HIGH SCHOOL BAND MEMBER AT ALL TIMES.

CHALLENGES

Challenges may be opened at specified times by the Director.

A student may only challenge the person immediately ahead of him/her. If the challenger or the person being challenged fails to attend the session, the person who fails to attend will immediately be demoted one chair.

If a time cannot be agreed upon by both people, then the challenge will be held during ninth period.

NO CHALLENGES WILL BE HELD DURING MARCHING SEASON.

CONCERT CHECK - OFF

Concert check-off will be done by the Section Leaders. They or the Director are to initial the check-off sheets.

CONCERT REHEARSALS

Band members are required to bring instruments, music mutes, and pencils to all rehearsals.

All playing and doodling ceases when the Director steps to the podium. Gum chewing, eating, unnecessary talking, playing of different instruments, tardiness, and any other disciplinary problems will be dealt with by the Director.

Any rehearsal regulations established by Directors' Council must be followed. Students should enter the Band room quickly and quietly.

SOLO AND ENSEMBLE CONTESTS

Ensemble rehearsals designated by the leader of the group are mandatory--everyone must attend. A minimum number of rehearsals per week will be designated by the Director.

Any Band member participating in the Solo and Ensemble Contest is eligible to have his/her grade for that six weeks period raised one letter grade.

DISTRICT AND STATE BAND CONTESTS

A Contest Band of not more than ninety (90) members will be selected by the Director. Members are required to check off all contest music to their Section Leaders and must attend all extra rehearsals. Students not playing in Contest Band may be required to be present at Contest as a spectator.

SCHOOL POLICY AND BAND REQUIREMENT

It should be noted that Band members should have one half ($\frac{1}{2}$) credit. BAND IS A FULL-YEAR COURSE. School policy states that anyone dropping Band during the school year will receive an "F" and will not receive any credit.

H A V E A G O O D Y E A R ! !

Dover High School Student Handbook

The Dover High School Band is a curricular school organization, therefore all members of the organization are subject to the rules and policies found in the Student Handbook issued by the School Administration as well as the information in this Manual.

- THE DIRECTOR