

# **Brea Olinda High School**

## **Instrumental Music Department**



**Mr. Joseph A. Bartell, Director of Bands**

**2008-2009**

**Band Handbook**

# Brea Olinda High School Band and Color Guard

Performs with an Attitude of

## **“Pride and Confidence”**

Here you will learn not just music, but self-discipline, responsibility and teamwork; you'll develop a solid work ethic; you'll learn to organize your time and to motivate yourself and others while you gain leadership skills. Your creativity will flourish and your self-esteem will grow. Band members are expected to get good grades in ALL classes. The pride that you will share in this group will lead to many happy hours with life-long memories and life-long friends. It is our intention that the band and the guard be the highlight of your high school career.



# ESPECIALLY FOR THE PARENT

**Respect**

**Commitment**

**Responsibility**

**Dedication**

**Leadership**

**Confidence**

You will hear me speak throughout the year about the benefits of this kind of program for your student, about academic studies and the accomplishments of past and present students. Our band program instills respect and self-worth in our students. They learn to respect themselves, their fellow band members, their instructors and the administration. Each of them, at every given moment, is not only representing themselves, but the band program at Brea Olinda High School. They are expected, not only by their instructors but their fellow band members as well, to be exemplary in every aspect of their life.

Band is a lesson in dedication and commitment. I set high expectations and help each individual achieve them. The students aim for no less than their best in all aspects of high school. The students know that acceptable grades are necessary to remain in the band program. My students are expected to achieve their personal best and should make the honor roll. If a student is having problems in a certain subject, they should talk to Mr. Bartell. I will see to it that they get help. By the end of your student's freshman year, you will see a shining new confidence in your son or daughter.

The students govern the band under the supervision of Mr. Bartell. They elect officers and representatives who, along with the instructors, make decisions on the direction the band will take. This leadership team helps Mr. Bartell to pick the band's goals for the ensuing season. They discuss accomplishments, anticipate obstacles and figure out ways to overcome those obstacles. They will help Mr. Bartell decide on appropriate avenues for improvement. However, each student is equally responsible for the success of the band whether or not he or she holds an office. It will take everyone's effort to make this program the best it can be.

Above all else, Band is a zero tolerance program. **NO DRUGS – NO ALCOHOL – NO SMOKING – NO STEALING – NO VANDALISM!** Respect is the order of the day – for oneself, for each other, and for student and school property. We are a family and each member watches out for the other. You will be able to afford yourself a great piece of mind in knowing that your student will always be supervised and safe in the company of the finest students Brea has to offer.

**And we have fun!!!**

## Band Conduct

The Brea Olinda High School Band is the best group around. We have some of the finest students and will have the highest quality group conduct. We will be as respected for our high standards and our positive attitude as we will be for our musical abilities. Here are some of the policies:

***Under no circumstances and at no time during school activities will any band member be involved with alcoholic beverages, or illegal drugs. Under no circumstances and at no time will any band member be involved with smoking, or tobacco use of any kind.***

A breach of any of the above rules may result in automatic dismissal from the band and suspension from Brea Olinda High School.

Defacing of school property, including instruments or any part of the band room is considered vandalism. Anyone guilty of vandalism will be considered for dismissal from band and possibly suspended from school, but they will also be charged for the damages incurred. Of course, the same is true for stealing. Please respect other people's property the same as you want yours respected.

Because of our many public performances all year long, every member of the Brea Olinda Band is constantly in the spotlight of the school and the community; therefore, each member must demonstrate the highest quality of personal and group behavior. If you were to do something inappropriate, people don't say, "Boy, that kid really thinks he's hot," they say "The Brea Olinda High School Band is really rude," or "The kids at Brea Olinda High School are terrible, what a lousy school," all because of one member. Your actions represent the entire school. The pride and the name of our band and school are carried with you at all times and they are reflected in your actions. Because our actions as individuals and as a group reflect so strongly in the community, it is absolutely necessary that we carry ourselves with pride and dignity. Band members are ALWAYS respectful and courteous to others, and we are honest. At competitions, we always support other musical groups and will at no time ever say anything derogatory about another band or color guard. We will cheer loudly and positively for all of our competitors. This will be the class organization of Brea and we will continue to live up to these high standards.



## Marching Band Rehearsal Schedule

Marching Band attendance at rehearsals is mandatory. For afternoon family events or doctor appointments, schedule them to fall on a **FREE DAY OF THE WEEK**. Rehearsals are our review sessions for the performances. Our performances are our final exams. We have one opportunity, and when the tournament is over, it's over. There are no make-up "exams". How we score is absolutely based upon how we rehearse. On our team, everyone who has a spot in our show is on the 1<sup>st</sup> string. We have no back-ups that we can "put in the game" at the last minute. If someone is in school and misses a rehearsal their grade will be directly affected. Please understand that for the good of each individual member and the good of the group – illness and family emergencies (accompanied by a phone call from home or an in-person parent visit) are the only excused absences.

### After School/Night Rehearsal Schedule:

Tuesdays 2:45pm – 6:00pm  
Sectionals To be scheduled on any non-rehearsal day



Afternoon rehearsals will start promptly on time. All students will be in the band room by 2:45pm getting ready for rehearsal (getting instruments out, setting up the field, helping out, etc.). If you are not in the attendance block by 3:00pm sharp you will lose your participation points for the rehearsal. The Drum Major will be in charge of taking attendance and marking students absent or late.

**Parents:** Please plan on picking up your students promptly a half an hour after the rehearsal (6:30 on Tuesdays). Rehearsals will end at 6:00 pm and will be followed by announcements and other important issues. After these the students will be released back to the band room and ready for pick-up at 6:30.

Sectionals will be required once a week for all sections during the marching season and as needed during concert band season. Each section leader will set sectional times during the first week of school. Each section leader is responsible for taking attendance and turning it in to Mr. Bartell the next day. If your section leader does not turn in the attendance sheet then you will not receive credit for your sectional. Every student is required to sectionals. Mr. Bartell must clear any absences. This may be done by a phone call or an in person visit by the parents.

**Pit Personnel:** These students have a much easier band camp – because they don't need to pass all the marching stations. They will make up for this time later. During our after school/evening rehearsals they will need to stay a little longer than the rest of the band members to put away the pit equipment. If your son or daughter is in the pit please add 5 – 10 minutes to the pick-up time. I will notify the students of these days that they will need to stay after.

## **Equipment Responsibilities**

During the marching season each section (clarinets, trumpets, low-brass, etc.) is responsible for the band equipment. During your son or daughters turn, please allow an extra 5-10 minutes for the pickup time. The equipment section of the week will be listed on the board in the band room.

## **Special Rehearsals**

There may come a time or two during the year when we will need to schedule an extra rehearsal, or a make-up rehearsal. These will be very few and far between. Extra rehearsals might be needed to finish up our show, or to make up for a poor rehearsal on another day. Make-up rehearsals will be scheduled in the event of situations out of our control (weather, director illness, or other school activities). I would appreciate your cooperation in the case that one of these situations may arise. Again, these special rehearsals will happen no more than a few times a season, if at all.

## **Uniform Policies**

When in uniform:

1. Always watch your language as a band member but especially when in uniform.
2. No hugging or kissing while in uniform
3. Uniforms must always be worn in their entirety at performances. At no time should an individual be out in public view with their uniform in disarray or partially on. Occasionally when we are traveling to and from performances on the bus we may go in what we call "Half Uniform", which is full uniform without wearing the jacket. We do take the jacket; we just don't wear it on the bus. All students will be required to wear their band T-shirt.
4. When wearing the band uniform you represent our band, Brea Olinda High School, and Mr. Bartell. Make us proud that you wear this uniform.
5. We never eat or drink (except water or ice chips) in uniform.
6. Hang up your uniform properly: Pants folded correctly, jacket hung up the right way on the hanger, and cummerbund hung over the hanger.
7. Hang up your uniform in the garment bag half (1/2) unzipped so that it can air out. This is very important.
8. Hang up your uniform in the correct location – in numerical order!
9. Do not put dirty socks in the uniform bag. Take them home and wash them.

Due to the military look of the uniform, girls are to wear minimal make-up, no jewelry, and no finger nail polish. Your hair is to be off the collar and up under the hat. Remove all visible jewelry. When traveling each student is responsible for his/her instrument, uniform, shako, and shoes.

## **Locker Policies**

1. Mr. Bartell may enter any locker at any time. If you don't want me to see it – don't put it in your locker
2. No food or drink in the locker at any time (it ruins them and it draws ants).
3. No posters, stickers, or mirrors, inside or outside the lockers.
4. Members are required to buy a lock for their locker. Each member must give their combination to Mr. Bartell, and present the lock at the same time for authentication of the combination. The combinations will be stored in a safe and secure place only known to Mr. Bartell. These combinations will be given to no one else except the owner of that locker in the event the student forgets his or her combination.
5. Do not share your locker combination with any other students or adult except Mr. Bartell. This is how lockers get broken into and things turn up missing.
6. Do not share your locker with anyone else.

***Non-compliance with any of the above listed rules will result in the loss of your locker privilege for the remainder of the year.***

## **School Instruments**

If you are issued a school instrument – you are responsible for it completely. If you loan it to someone else and they lose it or severely damage it – it's still your responsibility. You will need to pay for all major repairs such as dent removal and replacement of a mouthpiece. By signing the instrument checkout contract you are agreeing to be financially responsible for the instrument. Failure to repair or replace a lost, stolen or damaged instrument will freeze your records, may keep you from graduating, and may result in a failing band grade and loss of course credit.

## **Instruments Left Out**

Lockers will be issued to each student at the end of band camp. Students must use these lockers to store their instruments. Instruments that are left out can be stolen or damaged. Instruments that are left out can also get in the way of the other band members. Instruments and/or students can be hurt by instruments that are left out – so – I do you a favor and pick them up for you and put them in a safe place until the next day. The first offense will result in a warning. The second offense will result in a band detention and a phone call home. The third and final offense will result in a call home to the parent, a band detention, and a deduction in their grade. The student will then be required to carry their instrument through out the entire day of school.

## **After Marching Season**

Following the marching season the band will work on music for the holiday concert. Due to the limited amount of time between the end of marching season and the holiday concert, several night rehearsals may be required so that we may focus on the concert music. Second semester will mark audition time for the concert group in our program. The audition sheet is located in the back of this handbook. All students will be responsible for supplying their own concert clothes.

### **Wind Ensemble:**

**Guys** – Will wear a nice pair of black slacks, not jeans of any type, and a white dress shirt with a solid black tie. You will also need to wear black shoes, black socks, and a black belt. This is not a fashion show -- it is a concert. Conservative dress is required.

**Girls** – A nice full length black dress or a black pantsuit. Please wear nylons and nice shoes, preferably with short heels. This is not a fashion show -- it is a concert. Conservative dress is required.

### **Jazz Band:**

**Guys** – Will wear a nice pair of black slacks, not jeans of any type, and a solid black dress shirt with a “funky” tie. You will also need to wear black shoes, black socks, and a black belt.

**Girls** – Will also wear a nice pair of black slacks, not jeans of any type, and a solid black dress shirt with a “funky” tie. You will also need to make sure to wear black shoes, and black socks or nylons depending on the footwear chosen.

## **The Bands**

### **Wind Ensemble:**

This group will focus on the basics but will move at a little faster pace. This class will work on listening, balance, and intonation. Additionally, this group will be introduced to leadership training. This group is the core of the entire program. This group will be the training ground for the leaders of the band. The wind ensemble performs very challenging music and will participate at several SCSBOA concert festivals throughout second semester. There may be several night rehearsals scheduled for this group. These rehearsals will give us an opportunity to work on the music more than we would usually get to. We may also use this time to bring in a clinician and other professionals in the field of music to give us a different perspective on the music and to help us perform the pieces to the best of our abilities.

### **Jazz Band:**

This will be the smallest performing group in the Brea Olinda music program. It is an elite group of musicians who will audition for the positions available. Students will re-audition every year. This group will solely focus on music of the jazz era and will participate in many different festivals and concerts throughout the community and the state. Although this group will be playing music of a different style the same basic music concepts will be worked on and improved upon. Several night rehearsals may be required for further rehearsal time and clinics.

### **String Orchestra:**

This group will focus on the basics but will move at a little faster pace. This class will work on listening, balance, and intonation. The orchestra is the only string group available on campus and in the district. The string orchestra performs very challenging music and will participate at several SCSBOA concert festivals throughout second semester. There may be several night rehearsals scheduled for this group. These rehearsals will give us an opportunity to work on the music more than we would usually get to. We may also use this time to bring in a clinician and other professionals in the field of music to give us a different perspective on the music and to help us perform the pieces to the best of our abilities.

## **Concert Season Policies**

1. You are to be in your seat with your instrument out, ready to warm-up and tune no later than 2 minutes after the bell has rang. If you are late you will receive a check mark. Section leaders will keep track of the check marks for the day and give them to Mr. Bartell at the end of every rehearsal. Mr. Bartell may have some business to take care of before starting the rehearsal. If this happens it does not mean that you have free time. You are to remain in your seats and practice your parts. I may even ask a student leader to go and warm-up the band. You are to treat this student with the same respect that you will show me.
2. When Mr. Bartell, any staff member, guest, or student leader is standing on the podium you are to give them your full attention immediately. This means that the second someone steps onto the podium you are to be quiet.
3. If Mr. Bartell or any other staff member or booster parent is addressing the band, even off of the podium, you are not to talk or play. You will give them your full attention.
4. If you do not have your instrument for any reason, rather than have you sit in the band room and waste time, you will be required to write a report on a subject assigned to you. This allows your music education to continue although you do not have your instrument. Reports are to be hand written, two pages long, and include a half page opinion on what you have reported. They will be graded and available to be returned to you in a timely fashion.

If I were to ask each and every one of you if you wanted a disciplined group or one with little or no discipline – what do you think the answer would be? Discipline is the key to a successful and outstanding group. That’s the only kind of group we want to be a part of – an outstanding organization.

## **Grades**

Band members are expected to do well in school; all of your classes are important. Most band members should be on the honor roll. If you are not doing well in a subject –don’t wait until it’s too late – get help as soon as you now you are struggling. Inform Mr. Bartell what you need help with and he will assist you in securing the proper tutor or extra help you need. Mr. Bartell is here to help you be successful in all aspects of your life, not just band. Don’t wait until grades are a week away or until final exams to come to him for assistance.

## **Your Band Grade**

Your evaluation is based upon three areas. They are:

1. Performances – This is called Performing Arts. We are a performing group! **You must attend all performances and rehearsals.** If you miss a performance your grade will be dropped one or two full grade points for that grading period. The exceptions are: a) if you are in the hospital or should be b) you are in mourning for a loved one. That's it. So, if you are earning an "A" and you miss a performance you are now earning a "B" or "C". Only students who attend all performances and rehearsals will be eligible for an "A".
2. Tests – You are in band, at least in part, to learn how to play your instrument well. You are expected to learn the material presented. The scores that you receive on all playing tests will be averaged into your grade. Take them seriously.
3. Homework – You will also be required to turn in a weekly practice record. You must practice a minimum of 3 hours a week. Every 15 minutes above the three hour minimum will be rewarded with one point extra credit up to four hours of total practice time. No late practice records will be accepted.
4. Attitude – Learning to work together as a team is a big part of being in band. Discipline is needed to develop great band habits. Keeping a positive attitude is a big part of your grade. The attitude grade is arrived at by more than just my personal judgment. Following the band rules and attending all rehearsals on time, without complaining, are indications of your effort in the area of a positive attitude.

**You are required to have your instrument and music everyday unless Mr. Bartell tells you otherwise.**

## **Music**

Everyone is to have his or her own copy of the music. Do not count on someone else having the music for you. Not having your music, a sharpened pencil with an eraser, or your tuner will directly affect your grade or result in disciplinary action.

## **Band Tour**

The band will strive to go on tour every year. There are many steps that we must take before we can go on tour, the main ones being School Board approval and fundraising. The tour is designed to be educational and fun. It may consist of a band exchange or two, several concerts, some competitions, and visits to places of interest and also some fun, educational activities. Travel is by bus, boat or plane. Attendance is not required, but it is strongly recommended. The tour brings the band members closer together and makes the year even more memorable. Tour policies are easy to remember:

1. All Brea Olinda rules apply.
2. All Band rules apply.
3. All of Mr. Bartell's rules apply
4. Don't mess up!

To qualify to go on tour, you must be a member in good standing and you must have also raised enough money to go on the tour.

## **Band Office**

The band office is where I do a lot of band business, some of it in person, some over the telephone. Please treat the office with respect. Knock and wait for permission before entering. If you are not asked to come in, there is a reason, so do not enter. Also, no student is allowed to be in the office while Mr. Bartell is not unless you were given permission directly from me. The telephone is for band business use only. Of course, you may use it when it is not in use. Here are a few simple policies on the use of the band phone:

1. Always ask permission to use the phone.
2. Your telephone calls should be less than a minute long. Just enough time to explain that you do or do not need a ride.
3. The telephone will not be used for long distance calls.
4. The telephone is not for personal calls that are not related to band.

All band fees and fundraiser money is to be given to Mr. Bartell or the Band Booster fee coordinator. Do not attempt to hand money to the Booster representative or Mr. Bartell in the middle of class. This business will be taken care of in the office before and/or after class.

## Band Officers

**President:** Leads the council meetings, and is responsible to see that all offices are executed well. If a person “drops the ball”, the president sees that the job is covered.

**Vice President:** In charge of band social functions and activities. They will also help the president in their duties and will take charge of the council meetings if the president is ill.

**Secretary:** Takes roll and records the proceedings and discussions at all council meetings.

**Treasurer:** Maintains all band council funds and balances. Student is responsible for assisting Mr. Bartell in keeping accurate details of band council funds.

**Class Representatives:** Appointed by Mr. Bartell. These members are in charge of organizing, and carrying out any assignments given to them by the band council or Mr. Bartell. It is their responsibility to make sure their respective class is informed of upcoming events and to bring any concerns or issues from that class to the rest of the council.

**Historian:** Takes pictures and puts together a band video. The Historian is also responsible for working with the yearbook staff and the school newspaper to get pictures and information published.

**Librarian:** The librarian will be in charge of passing out and collecting music. They will make sure that it is filed away in a well-organized manner.

**Equipment Manager:** Is responsible for overseeing and assisting with the moving of all band equipment during field shows, concerts, and on tour. The equipment manager will also organize which section will be doing equipment duty each week.

**Publicist:** is responsible for publicizing all concerts, performances, band parties, and any other information that needs to be disseminated to the members or the school and community.

## Band Awards

The following is a breakdown of just some of the awards that are given out to students at the end of the year band banquet. Every student will receive some form of recognition for their efforts during the year.

Freshman	Most Improved, Most Outstanding (Wind Ensemble and jazz band)
Sophomore	Most Improved, Most Outstanding (Wind and jazz band)
Junior	Most Improved, Most Outstanding (Wind and jazz band)
Senior	Most Improved, Most Outstanding (Wind and jazz band)
Section of the Year	
Director's Award	
Armstrong Award	Most Outstanding overall (Jazz Band)
Sousa Award	Most Outstanding overall (Wind Ensemble)
Best Marcher	Marching Band

## Band Boosters

The Brea Olinda High School Band Booster Club is a valuable organization whose purpose is to provide support for the band program in many capacities. The boosters serve to provide the means, through the band director and his staff, by which the instrumental music department will meet the highest of goals.

The band boosters meet periodically throughout the school year, at times and dates determined by the executive board of the organization. As we are continually seeking support, all parents and/or guardians are strongly encouraged to attend and participate in meetings. Parents and/or guardians who are extremely enthusiastic and dedicated may wish to consider becoming either a board member or committee chairperson. The board makes most of the decisions about booster support and contributions to the band. All board meetings will be open to all members of the booster club. Regular meeting times and dates will be announced in advance and you are invited to come to any of them. Please don't wait for someone to ask—**you are always welcome!**

It is almost impossible these days to run a competitive band program without appropriate financial support. Although the school and the district take care of many expenses, there are always many things for which they are not able to pay. For this reason, the primary goal of the boosters is to provide fundraising opportunities that will enable our band to pay for bussing, competition fees, payment of instructional staff, and other essential elements vital for the instrumental music department's success.

Although the boosters are indispensable for the smoothest operation of the band, the director is the primary decision maker for the program and its activities. The director is solely responsible for decisions including but not limited to: selection of instructional staff, purchasing of music and equipment, and the philosophical objectives of the instrumental music department.

## Contract of Dedication

I understand the performance and rehearsal schedule that is outlined in this handbook. I also understand that extra rehearsals may be scheduled as needed. I promise to be at every rehearsal and performance unless I:

1. Am in the hospital or very sick
2. Am in mourning for a loved one.
3. Have had my parents contact Mr. Bartell in advance, and he has excused me (very rare)

I understand that I am very important to the group and I know that my absence will hurt the entire group. I understand that just because I know my music and my marching spots, it does not mean that missing rehearsal will not matter much. I know others need me there to get their part completely correct.

I promise to be dedicated to excellence, and I promise to learn my part of the music, and/or movements to the best of my ability.

I understand that in order to have fun playing my instrument, I must FIRST learn to play it well. I understand that dedication is at the heart of being a great band and I plan to be committed to continuing the tradition of excellence here at Brea Olinda High School. Our band motto is to ***be prompt, prepared, and positive***, I will follow that motto.

I \_\_\_\_\_ and \_\_\_\_\_ have read this  
(Student) (Parent or Guardian)

entire handbook and contract thoroughly and hereby agree to its contents. I will abide by the handbook policies as stated.

\_\_\_\_\_  
(Student Signature)

\_\_\_\_\_  
(Parent or Guardian Signature)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**Brea Olinda Audition Form**

Name: \_\_\_\_\_ Year in School \_\_\_\_\_

Instrument: \_\_\_\_\_ Date: \_\_\_\_\_

**Scales:**

_____	1	2	3	4	5	Total _____
_____	1	2	3	4	5	Total _____

**Prepared Piece:**

Tone 1 2 3 4 5 6 7 8 9 10 Total \_\_\_\_\_

Rhythm 1 2 3 4 5 6 7 8 9 10 Total \_\_\_\_\_

Notes 1 2 3 4 5 6 7 8 9 10 Total \_\_\_\_\_

Dynamics 1 2 3 4 5 6 7 8 9 10 Total \_\_\_\_\_

Articulation 1 2 3 4 5 6 7 8 9 10 Total \_\_\_\_\_

**Sight Reading:**

Rhythm 1 2 3 4 5 6 7 8 9 10 Total \_\_\_\_\_

Notes 1 2 3 4 5 6 7 8 9 10 Total \_\_\_\_\_

Articulation 1 2 3 4 5 6 7 8 9 10 Total \_\_\_\_\_

Dynamics 1 2 3 4 5 6 7 8 9 10 Total \_\_\_\_\_

**Comments/Recommended Ensemble:**

\_\_\_\_\_  
(Adjudicator)

**Total Score \_\_\_\_\_**  
**(100 Possible Points)**