



**BROWNSBURG**

**HIGH SCHOOL**

**BAND**

**&**

**GUARD**

**HANDBOOK**

**2018-2019**

**All Bands & Guards are performing groups. Students are required to attend all Performances & Practices.**

Performance – A presentation before an audience

Practice - A repeated activity to perfect a skill

Required – To demand or insist upon

# **GRADES**

<b>A+ = 98-100</b>	<b>A = 93 – 97</b>	<b>A- = 90 - 92</b>
<b>B+ = 88 – 89</b>	<b>B = 83 - 87</b>	<b>B- = 80 – 82</b>
<b>C+ = 78 – 79</b>	<b>C = 73 – 77</b>	<b>C- = 70 – 72</b>
<b>D+ = 68 – 69</b>	<b>D = 63 – 67</b>	<b>D- = 60 – 62</b>
<b>F = 0 - 59</b>		

## **MUSIC &/or ROUTINE**

60 pts each nine weeks

Each song / routine will be graded equally with the best score being a 10.  
Students may retake playing or routine exams multiple times. We are looking for mastery!

The directors will select area(s) in the music or choreography for students to perform on a tape or in person.  
Grades will be based on a 10 point system with correct tempos, styles, rhythms, choreography and notes as the criteria for the final grade.

Scales grade information will be handed out in September

*Note: Students will record and submit grades to their ensemble director. (Each nine weeks)*  
Students will use either personal recording device or use school provided recorder.

Wind/Gold- [trunyon@brownsburg.k12.in.us](mailto:trunyon@brownsburg.k12.in.us)

Purple/Guard- [ckaflik@brownsburg.k12.in.us](mailto:ckaflik@brownsburg.k12.in.us)

Percussion/White- [jmarque@brownsburg.k12.in.us](mailto:jmarque@brownsburg.k12.in.us)

**PARTICIPATION - 60 pts (Wind/Wind Perc) / 70 pts (Purple, Gold, White, Perc & Guard)** All students receive 60 or 70 pts of credit toward their grade if the following criteria is achieved.

- Attendance at all scheduled rehearsals.  
- Students missing a Rehearsal will not receive the 5 points of their Participation Grade **or Ensemble Extra Credit**
- Attendance at all scheduled performances.  
- Students missing a Performance will not receive 15 points of their Participation Grade or Ensemble Extra Credit
- Attendance at all scheduled contests.  
- Students missing a Contest will not receive 30 points of their Participation Grade or Ensemble Extra Credit
- Proper attire for performances & rehearsals.
- Proper **ETIQUETTE** during class, rehearsals, performances, and any band activity.
- Proper equipment and supplies for all rehearsals & performances.

**NOTE:** All absences and improper **ETIQUETTE** can be made up before or after the violation. All excused absences should be approved in advanced with a written note to the directors.

## **EXTRA CREDIT**

Students can earn extra credit toward their final grade by participating in any activities outside the normal school day.

Marching Band	+12	
Winter Guard	+10 Open Guard	+7 A Guard
Jazz Band I & II	+ 5	+4 Jazz III
Pep Band	+ 5	
Musical	+ 5 (for Non Marchers only)	
Solo & Ens.	+2 per event (Max 6)	
<b>Practice Reports</b>	<b>+1.5</b>	Due each Friday ONLY with form and parent's signature (Max 12 pts.)

**NOTE:** We will not accept emails from parents for Practice Reports

## **LEARNING THE BEHIND SCENES OF BAND DIRECTING**

Points will vary (1.5 per hour)

**NOTE:** Students using **EXTRA CREDIT** to enhance their grade will max out at 20 pts

## LATE TESTS

TESTS will be given a due date. **LATE TESTS** *will not receive full credit.*

**Student have the opportunity to make up late grades with above extra credit opportunities!**

## **DRESS CODE**

### Marching Band

- a. Clean BLACK shoes & **LONG BLACK** socks, full black t shirt and shorts
- b. NO rings, watches, earrings, necklaces or other jewelry will be worn when in uniform unless it is part of the uniform.
- c. All hair must be worn so it does not touch the collar or hang over the forehead.  
**Natural color hair for all performances**
- d. Tennis shoes & socks will be worn at all rehearsals.
- e. Guard requirements will be set by Director/Guard Staff.

### Concert Band

- a. Ladies will wear black dress shoes
- b. Gentlemen will wear dress shoes & **LONG BLACK SOCKS** & plain white t shirt
- c. Natural Color Hair for all performances

### Pep Band

- a. All members will wear band shirts.

### Winter Guard

- a. Requirements will be set by Director.

### Winter Percussion (Concert/Movement)

- a. Requirements will be set by Director.

## **ATTENDANCE**

### Marching Band

- a. Marching practices & performances are mandatory.  
(See enclosed schedule).  
Missed rehearsals will result in not receiving extra credit, possible loss of performances, and possible loss of points toward award patch.
- b. Guard and Wind Ensemble members are required to participate in Marching Band.
- c. If you need to report an illness or emergency please contact Mr. Runyon, Mr. Kaflik or Mr. Marque.

### Jazz Band

- a. Jazz I will practice on Mondays from 3:00-4:00. Plus two mornings per week.
  - Tuesday & Thursday mornings
  - TRYOUTS IN Late SEPT / We will practice on Mondays in Oct..
- b. Jazz II will meet on Tuesday & Thursday from 3:00-4:30.
- c. Jazz III will meet once per week on Wednesday from 2:30-4:00
- d. Jazz bands will have rotating sectionals after normal rehearsal time for 30 min..
- e. All rehearsals are required. Failure to attend rehearsals will affect your extra credit and points towards your award patch. **Failure to attend performance & practices will result in dismissal from Jazz Band.**

### Pep Band

- a. All members of Pep Band must attend the required number of games. Students who miss their scheduled games need to find a sub and they must make up their required game.
- b. Students not attending the required games will not receive their entire extra credit and may not have the required games to receive their patch.
- c. Pep Band rehearses during school day and is a volunteer activity. Interested students can sign up in October. NOTE: Every student will have every third game off.

### Concert Band

- a. Before/after school rehearsals to prepare for performances.
- b. Gold, White, Purple- There will be sectional/full rehearsals to prepare for performances
- c. Wind Ensemble-There will be sectional/full rehearsals to prepare for performances
- d. Percussion- There will be sectional/full rehearsals to prepare for performances
- e. All Performances & Practices are REQUIRED
- f. ALL TRUMPETS (regardless of band placement) are required to have a metal straight mute. Appropriate mute brands: Tom Crown, Dennis Wick, Jo-Ral. See Mr. Kaflik for more details.
- g. ALL WIND ENSEMBLE FRENCH HORNS are required to have a stop mute. Appropriate mute brands: Tom Crown, Dennis Wick, Humes & Berg.

### Winter Guard

- a. The Winter Guard will meet two or more evenings per week plus some Saturdays.
- b. Contests will be on Saturday's from January to March.
- c. Separate fee for Winter Guard- Fee information will come out in November

### Non Marchers

- a. ALL non – marchers will be required to attend & play at "1" Home Football Game. Your options are Aug. 24 or September 29. Make Up Date is Oct 5.

## **TARDIES**

All students will be on time for class. Rules and guidelines will be set during the first week.

## **POINT SYSTEM (AWARDS)**

Band / Guard	10	School Grades (Sem)		Summer Marching Band	
Practices	5	3.00 GPA	2	Camps	15
Performances	5	3.50 GPA	3	Parades	2
Contests	10	4.00 GPA	5	Practices	8
Jazz Band	5	Pep Band	5	Musical	5
Solos	3	Ensembles	2	All State	5
				Honor Groups	2

Band Total 121-Letter

Guard Total 111-Letter

Bar Total after receiving letter- 44

NOTE: Points will be given for activities in which a student participates. Students who qualify will receive a LETTER during the awards ceremony in May. New students are not eligible until their second year of band or guard. Also award patches will be given for every performance group in which a student is a participant and attends the required events.

## **FAIR SHARE / FEES**

1. Every student is required to participate in Fair Share. Students who do not do their fair share will not receive their AWARDS or participate in MAJOR BAND TRIPS.
2. Formula
  - a. For every dollar a student makes for their personal credit account, an equal amount goes toward the Band Boosters' Fair Share Program.
  - b. *Multi student families (Marchers only) will have 2<sup>nd</sup>/3<sup>rd</sup> Child discount.*
3. Fair Share payment schedules will be provided by each performance group
4. Extra money over the required fair share amount of \$ will carry over from year to year.
5. Letters will be sent out at different times giving each family the amount due toward their Fair Share/transportation fee.
6. Fair Share has been a very successful program since it was instituted. It is understood that by participation all families will fully participate in the Fair Share Program.
7. Visit [www.ticketracker.com](http://www.ticketracker.com) to pay Fair Share w/ Credit Card

## **FUND RAISING**

Throughout the year we will have various fundraisers to help offset costs of each performance group.

Scrip Program: This fundraiser is yearlong and families have raised significant amounts of funds towards their student's fees.

## **STUDENT FEES**

Marching	\$700	Due: Summer 2018
Non- Marcher	\$100	Due: October 2018
Concert Uniform rental	\$25	Due: October
Winter guard	TBD	Due: December
Winter Percussion	TBD	Due: January

## **TRANSPORTATION FEES**

Starting in the fall of 2013, the Brownsburg Schools will not have money budgeted for gas or transpiration costs. To offset this deficit, the Band Boosters will be charging a fee to cover these costs. The following is a break down for each activity. NOTE: This is not Fair Share and ALL money collected for transportation will be used for gas &/or drivers. This must be paid prior to the activity.

Marching Band / \$155	DUE: August 2018
Winter Guard / Fee announced in Nov.	DUE: January 2018
Jazz Band I & II / \$20	DUE: January 2018
Jazz Band III / \$20	DUE: January 2018
Adv Perc / Fee announced in Dec.	DUE: February 2018
Concert Band / \$20	DUE: March 2018

NOTE: Students may use Credits to pay this Fee. Checks Payable to: BBOP  
Parents may visit [www.ticketracker.com](http://www.ticketracker.com) to pay fees w/ Credit Card

## **IMPORTANT NUMBERS**

Tracy Runyon

Phone 852-2258 (S) Ext 1823  
Email [trunyon@brownbsurg.k12.in.us](mailto:trunyon@brownbsurg.k12.in.us)

Chris Kaflik

Phone 852-2258 (S) Ext 1822  
Email [ckaflik@brownburg.k12.in.us](mailto:ckaflik@brownburg.k12.in.us)

John Marque

Phone 852-2258 (S) Ext 182  
Email [jmarque@brownburg.k12.in.us](mailto:jmarque@brownburg.k12.in.us)

## **PERFORMING GROUPS & CONTACTS**

Wind Ensemble & Gold Band (Mr. Runyon)

Percussion Ensembles (Mr. Marque)

Pep Band (Mr. Runyon)

Awards (Mr. Kaflik)

Purple Band & White Band (Mr. Kaflik/Mr. Marque)

Trips (Mr. Runyon)

Guard (Mr. Kaflik) Associated Staff- Guard/Class – Mr. Adam

Marching Band (Mr. Kaflik/Mr. Runyon/Mr. Marque)

Jazz Band I (Mr. Runyon)

Jazz Band II (Mr. Kaflik)

Jazz Band III (Mr. Marque)

Fair Share (Mr. Runyon)

**Website Address:**

[www.brownsburgbands.com](http://www.brownsburgbands.com)

**Note: Please sign up to receive the weekly parent newsletter on the website.**

**Volunteer Web Address:**

[www.Signupschedule.com/bbop](http://www.Signupschedule.com/bbop)

**\*Emails will be sent on a regular basis. If you do not receive an email please let us know at: [trunyon@brownburg.k12.in.us](mailto:trunyon@brownburg.k12.in.us) or [ckaflik@brownburg.k12.in.us](mailto:ckaflik@brownburg.k12.in.us) or [jmarque@brownburg.k12.in.us](mailto:jmarque@brownburg.k12.in.us)**

## **Open House**

The 2018-2019 High School Open House is Tuesday, August 7 at 6pm. **This is a Marching Band after school rehearsal. We will finish rehearsal at 5:30.**

PRACTICE REPORTS

NAME \_\_\_\_\_ DATE \_\_\_\_\_  
Mon \_\_\_\_\_  
Tues \_\_\_\_\_  
Wed \_\_\_\_\_  
Thur \_\_\_\_\_  
Fri \_\_\_\_\_  
Sat \_\_\_\_\_  
Sun \_\_\_\_\_ \* 120 Minutes

TOTAL \_\_\_\_\_

Parent Signature \_\_\_\_\_  
(REQUIRED)

PRACTICE REPORTS

NAME \_\_\_\_\_ DATE \_\_\_\_\_  
Mon \_\_\_\_\_  
Tues \_\_\_\_\_  
Wed \_\_\_\_\_  
Thur \_\_\_\_\_  
Fri \_\_\_\_\_  
Sat \_\_\_\_\_  
Sun \_\_\_\_\_ \* 120 Minutes

TOTAL \_\_\_\_\_

Parent Signature \_\_\_\_\_  
(REQUIRED)

PRACTICE REPORT

NAME \_\_\_\_\_ DATE \_\_\_\_\_  
Mon \_\_\_\_\_  
Tues \_\_\_\_\_  
Wed \_\_\_\_\_  
Thur \_\_\_\_\_  
Fri \_\_\_\_\_  
Sat \_\_\_\_\_  
Sun \_\_\_\_\_ \* 120 Minutes  
**Minutes**

TOTAL \_\_\_\_\_

Parent Signature \_\_\_\_\_  
(REQUIRED)

PRACTICE REPORT

NAME \_\_\_\_\_ DATE \_\_\_\_\_  
Mon \_\_\_\_\_  
Tues \_\_\_\_\_  
Wed \_\_\_\_\_  
Thur \_\_\_\_\_  
Fri \_\_\_\_\_  
Sat \_\_\_\_\_  
Sun \_\_\_\_\_ \* 120

TOTAL \_\_\_\_\_

Parent Signature \_\_\_\_\_  
(REQUIRED)

PRACITCE REPORTS

NAME \_\_\_\_\_ DATE \_\_\_\_\_  
Mon \_\_\_\_\_  
Tues \_\_\_\_\_  
Wed \_\_\_\_\_  
Thur \_\_\_\_\_  
Fri \_\_\_\_\_  
Sat \_\_\_\_\_  
Sun \_\_\_\_\_ \* 120 Minutes

TOTAL \_\_\_\_\_

Parent Signature \_\_\_\_\_  
(REQUIRED)

PRACTICE REPORTS

NAME \_\_\_\_\_ DATE \_\_\_\_\_  
Mon \_\_\_\_\_  
Tues \_\_\_\_\_  
Wed \_\_\_\_\_  
Thur \_\_\_\_\_  
Fri \_\_\_\_\_  
Sat \_\_\_\_\_  
Sun \_\_\_\_\_ \* 120 Minutes

TOTAL \_\_\_\_\_

Parent Signature \_\_\_\_\_  
(REQUIRED)





# Brownsburg High School Bands Information Verification

(Return by Friday, August 10)

---

Both my child and I have read and understand the rules and regulations for membership of the Brownsburg High School Band Program. He/She has my permission to participate in this elective which requires attendance outside of the normal school day.

The student agrees and I affirm that he/she will abide by the provisions stated in this syllabus/handbook. The student and I understand that while participating in a school-sponsored event, school policy guidelines will be enforced.

The Brownsburg Band Department desires to help students display their talents in the public arena through publications, video, art display, and other media means. The student's talent, work and/or information may be released in the following manner:

Various forms of print and electronic media throughout the course of the upcoming school year.

I have read through the Band/Guard Room Management Handbook and understand all the rules and information outlined in this document.

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent's Signature \_\_\_\_\_ Date \_\_\_\_\_

**Please fill out page at home & return entire page by August 10 (Friday)**

**NON MARCHER / MEDICAL FORM**

I give permission for my child \_\_\_\_\_  
to have medical treatment during band events from August 1, 2018 to June 1, 2019.

Signed \_\_\_\_\_

Parents' Name(s) \_\_\_\_\_

Address: \_\_\_\_\_

Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Insurance Number \_\_\_\_\_ Insurance Company \_\_\_\_\_

Important Medical Info \_\_\_\_\_

\_\_\_\_\_

**PERMANENT FIELD TRIP PERMITS 2018-2019**

I give permission for \_\_\_\_\_ to go on Field Trips &/or travel with the Brownsburg HS Band during the 2018-2019 school year. These trips will be properly supervised by school personnel. Information concerning all trips will be sent home with the students or sent in an e mail (if you are a part of the Band's Group E Mails.) prior to all events.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Parent's Signature

**RULES**

I, \_\_\_\_\_, understand and wish to participate in the Brownsburg Band program. I also understand that I must follow and abide by all rules that govern the Band Program. If I fail to abide by these rules, I understand the consequences of my actions.

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

I, \_\_\_\_\_, understand and give my permission for my child to participate in the Brownsburg Band Program. I understand all rules governing this organization and will support these rules.

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

**DRIVERS AGREEMENT**

I, \_\_\_\_\_, understand the rules and regulation set by the school. Violation of these rules may revoke your driving privileges to all Band Activities.

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

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

**THIS PAGE IS FOR ALL NON MARCHERS (DUE FRIDAY, AUGUST 10)**