

# BARRON COLLIER HIGH SCHOOL



## COUGAR BAND HANDBOOK

[www.bchsband.org](http://www.bchsband.org)

*(Revised August 2022)*

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## **INTRODUCTION**

The Barron Collier High School Cougar Band strives to provide a program that develops the aesthetic, cultural, and practical values of music in students while complimenting and enhancing the standard academic curriculum. With a focus on continual self-improvement, students cultivate the skills necessary for the development and success of themselves and the group. In addition, the Barron Collier High School Cougar Band strives to serve our school and community as a role model of outstanding dedication and character.

The educational objectives of the band department are:

1. To provide students with a positive and engaging experience that increases their appreciation and enjoyment of music.
2. To give students the opportunity to obtain leadership positions to aid in their own personal growth and development as well as contributing to the success of the band program, whether in marching or concert ensembles.
3. To foster the growth and maturation of our young adults through hard work, dedication and perseverance.
4. To provide each band member with the skills needed to participate fully in the band experience.
5. To help the student become a better citizen through membership in a community where each person's contribution is equal in importance.
6. To provide rewarding performances and learning experiences for all members of the band and audience.
7. To promote personal expression and creativity through music making.
8. To continually broaden the musical interests of each member and our community through the performance of fine yet diverse band repertoire.
9. To collaborate with our fellow musicians, to experience the full spectrum of musical expression, and to promote a friendly and rewarding environment.

## **PURPOSE OF THIS HANDBOOK**

This handbook is designed to provide parents and students with the student expectations, daily procedures, and a yearly outline of what is needed to be a successful member of Barron Collier High School Cougar Band. Please take the time to carefully read through the handbook, as there is a great deal of important information included. This handbook and the band calendar contain information for parents and students for the 2022-2023 school year.

District, BCHS and band policies go hand in hand. School rules and policies are enforced at all times a student is directly or indirectly involved in any activity sponsored by Barron Collier High School and Collier County Public Schools. District policy shall have priority over band policy at any time deemed necessary by the Director of Bands and the Administrative Staff of BCHS when in the best interest of the overall band program.

## CONTACT INFORMATION

If you have any questions about this handbook, please contact Mr. Robinson. The preferred form of communication is email (robinb@collierschools.com).

### **Barron Collier High School**




5600 Cougar Drive  
Naples, FL 34109

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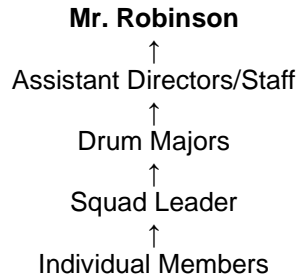
Email: [robinb@collierschools.com](mailto:robinb@collierschools.com)

Band Website: [www.bchsband.org](http://www.bchsband.org)

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## CHAIN OF COMMAND

It is important that a student organization of over 200 students be able to deal with situations and circumstances on a small level before allowing it to get to the higher parts of hierarchy. Any problems must go directly through the next stage. If the problem is not dealt with properly at the next level of administration, then it may go higher. Mr. Robinson should be made aware of all problems regardless of level.



## **QUALIFICATIONS FOR MEMBERSHIP**

In order to become a member of the Barron Collier High School Cougar Band program, each student must proceed through an approved middle school instrumental training program and complete a successful audition and/or director approval. Each student will be auditioned to determine the level of ability of their individual playing and placed in the appropriate ensemble. Recommendation of the student's director or private teacher will be taken into consideration. Each student is expected to know a minimum of fundamentals such as scales, rudiments or dance and flag fundamentals. Each student is expected to improve and add additional fundamentals to retain membership status. You must maintain CCPS academic eligibility to participate

All students in the BCHS Band Program must be enrolled in a Band/Dance Techniques class during the school day to be eligible for membership in the BCHS Marching Band. There are no exceptions to this rule. You will not be allowed to participate at all if you are not enrolled in a Band/Dance Techniques class. This is a CCPS policy and will be strictly enforced.

## **DESCRIPTIONS/STUDENT ROLES**

### **Band Member**

A member is a student who has, by choice, committed and dedicated himself/herself to the objectives of the BCHS Music Department. A member should always strive to become a successful part of the band and help others achieve this same objective. All band members registered for percussion, symphonic band, wind ensemble and guard/dance techniques must participate in the BCHS Marching Band and all required/graded rehearsals and performances.

### **Flag/Dance Member**

A BCHS Auxiliary member performs a major role in the success and quality of our marching band shows. Auxiliary members should feel a part of the band, and in the same respect, maintain the same rules and standards. Group success should always come before personal gain.

### **Drum Majors**

Drum Majors, because of their position, should serve as role models to all members of the band. In many instances, their standards must be set higher to achieve the goals of leadership and respect. Once leadership and respect are achieved, the drum majors should not hesitate to assume authority in the absence of the directors.

### **Band Captains (Woodwind, Brass, Percussion and Field)**

This is a student who assists the director in all respects and coordinates the student staff. The responsibilities and duties of the Band Captain are:

1. Be a student representative of the band at all functions.
2. Appoints committees for all activities.
3. Promotes band activities such as social or educational events.
4. Coordinates all student squad leaders of the band.
5. Reports to the director any problems or suggestions that may improve the band program.
6. Upholds the highest traditions and spirit of the band.
7. Maintains discipline in the band room each day before and after rehearsals.
8. Checks and maintains the band room after each performance.

### **Squad Leader**

Because of the band's size, squad leaders are extremely vital to the band's success. Primary responsibilities include: helping to teach the half-time show to members of their section and being a role model for the section. Squad leaders are responsible for their entire squad knowing their music and their drill charts, preparation of rehearsal/ performance sites (i.e. setting up/tearing down chairs and stands in the band room, setting up/tearing down the field for outside rehearsals). Other responsibilities include any organizational tasks assigned by the director.

## **ENSEMBLES**

**Marching Band** - The Marching Band at Barron Collier High School is the largest student organization on campus with over 200 students involved. The marching band consists of students from the percussion class, both concert bands, as well as flag and dance team students who are required to take the Dance Techniques class. Marching Band Camp begins approximately two weeks before school starts and all members of the BCHS Cougar Band are required to attend. Once school starts the marching band rehearses one time a week on Tuesday evening from 6:00 pm – 9:00 pm from August to November and performs at halftime of all home and away football games. Attendance at rehearsals, performances and parades is graded and mandatory. You must maintain academic eligibility to participate. A fee is required.

**B.C. Blue!** – The BCHS Cougar Band competitive outdoor ensemble that participates in local competitions and in the FMBC State Marching Band Finals. In their first year of competition (2019) B.C. BLUE! was named an FMBC Class 1A State Marching Band Finalist and was also a finalist in 2022. Open to all BCHS Cougar Band students and is not required. Rehearsals are held on Wednesdays from 6:00pm – 9:00pm from August to November. B.C. Blue! performs at local and regional marching band competitions including the FMBC State Marching Band Finals. You must maintain academic eligibility to participate. A fee is required to participate.

**Symphonic Band** - The top music ensemble at BCHS and is composed mostly of upper classmen who have shown high technical skill on their instrument as well as knowledge of ensemble performance and acute aural skills. Members of this ensemble are expected to perform at an extremely high level with proficient sight-reading abilities. Professional model instruments and private lessons are recommended for students entering this ensemble. Admission is by audition only. You must maintain academic eligibility to participate. A fee is required.

**Concert Band** - The focus of Symphonic Band is on the fundamentals of playing musical instruments and building ensemble playing skills. This band will perform two concerts during the school year and may participate in FBA adjudicated events. You must maintain academic eligibility to participate. A fee is required.

**Jazz Ensemble** - This small ensemble is designed for experience in jazz and popular style music. Membership is by audition only and is restricted to advanced players. Instrumentation is based on that of the traditional big bands. Students will learn aspects of jazz such as improvisation and swing as well as participate in many public performances. You must maintain academic eligibility to participate.

**Percussion Ensemble** — Emphasis is on developing musical maturity in all styles of percussion technique. Indoor percussion is the focus from November to April. This class is open to all students in grades 9 through 12 who play a percussion instrument. Enrollment will be by director recommendation only. This performance and skill-based class will include marching, concert, jazz, and chamber music. You must maintain academic eligibility to participate. A fee is required.

**Auxiliary/Dance Techniques** - Emphasis is on performance and promotes education, creativity, and freedom of expression through unification of pageantry and the performing arts. The performance combines twirling flags along with dance, colorful uniforms, and props to create exciting imagery. Dance skills, theatre techniques, and equipment, along with physical strength and stamina give members a complete workout and a fun school activity to participate in. A fee is required.

## **PERFORMANCES**

The BCHS Cougar Band students perform and participate in several events throughout the school year.

**NAPLES CHRISTMAS PARADE** – Usually held the 1<sup>st</sup> week of December in downtown Naples. Participation by all students is required.

**ALL-STATE BAND FESTIVAL:** This is a FMEA (Florida Music Education Association) sponsored event. Auditions are held in September at a specified school in Collier County. Students can access the audition music in May of the previous year through the band director. Students who qualify will travel in mid-January to the FMEA All-State Conference, which is held at the Tampa Conference Center. They will rehearse with top musicians from the state of Florida and present a concert under the direction of a guest clinician. Participation by all students is not required.

**DISTRICT MARCHING BAND MPA (Music Performance Assessment)/Collier County Band Show:** This is an FBA (Florida Bandmasters Association) sponsored event, which typically takes place in late October or early November. The purpose for the Band MPA is to provide opportunities for students and directors to perform in an environment, which provides critical evaluation of its performance by noted experts in the field of marching band performance. This festival performance is the culmination of the entire marching band season. FBA judges will evaluate each marching band on the following criteria: music, general effect, visual performance, percussion, and auxiliary. Marching bands will receive a rating of superior, excellent, good, fair, or poor in each category. Participation by all students is required.

**ALL-COUNTY HONOR BAND:** This is a CCPS sponsored event. Auditions are held in November at a specified CCPS high school. Students can access the audition music in May of the previous year through the band director. Students who qualify will rehearse with top musicians from all seven CCPS high school band programs and present a concert under the direction of a guest clinician in January. This event is hosted at a selected CCPS high school and there is no admission charge. Participation by all students is not required.

**DISTRICT SOLO & ENSEMBLE MPA:** This is an FBA (Florida Bandmasters Association) sponsored event, which typically takes place in early February. The purpose for the MPA is to provide opportunities for students and directors to perform in an environment, which provides critical evaluation of its performance by noted experts in the field of solo and small ensemble performance. Students may prepare a music selection for district-level evaluation as a solo or small ensemble. Students will sign up for this event in December. While the band director is willing to help coach students for this event, students will be responsible for properly preparing for their event. Students who choose to perform a solo are responsible for supplying their own accompanist. This event is hosted at a selected Collier County high school and there is no admission charge. Students who earn a Superior rating playing a Grade V or higher will qualify for the State Solo & Ensemble MPA, which is held in late March to early April. Participation by all students is not required.

**DISTRICT AUXILIARY MPA:** This is an FBA (Florida Bandmasters Association) sponsored event, which typically takes place in early February. The purpose for the MPA is to provide opportunities for students and directors to perform in an environment, which provides critical evaluation of its performance by noted experts in the field of dance and guard performance. All PRHS Indoor Auxiliary groups will perform at District Auxiliary MPA. Students may also prepare a dance, flag, rifle, or sabre solo for district-level evaluation. Students will sign up for this event in December. While the auxiliary staff is willing to help coach students for their solo event, students will be responsible for properly preparing for their solo event. Students who choose to perform a solo are responsible for supplying their own costume and music. The Director of Bands must approve all costumes and music. This event is hosted at a selected Collier County high school and there is no admission charge. Students who earn a Superior rating will qualify for the State Auxiliary MPA, which is held in late March to early April. Participation by all students enrolled in Dance Techniques is required.

**DISTRICT JAZZ BAND MPA:** This is an FBA (Florida Bandmasters Association) sponsored event, which typically takes place in early February. The purpose for the MPA is to provide opportunities for students and directors to perform in an environment, which provides critical evaluation of its performance by noted experts in the field of jazz band performance. This festival performance is the culmination of the jazz band season. FBA judges will evaluate each jazz band on the following criteria: performance fundamentals, technical preparation, and musical effect. Jazz bands will receive a rating of superior, excellent, good, fair, or poor in each category. This event is hosted at a selected Collier County high school and there is no admission charge. If the jazz band earns an overall Superior rating, they will qualify for the State Jazz Band MPA, which is held in late March to early April. Participation by all students enrolled in jazz band is required.

**CONCERT BAND PRE-MPA:** This is a CCPS sponsored event, which typically takes place in mid-February. Every year the CCPS high school band programs bring one concert band to perform their Concert Band MPA program for the community. (The Band that typically represents Barron Collier High School at this event is the BCHS Symphonic Band.) CCPS provides judges for this event and every performing band will receive comments to help them as they continue to prepare for their upcoming MPA performance. This event is hosted at a selected CCPS high school and there is no admission charge. This is a great opportunity for the CCPS bands to support each other as they prepare for the upcoming District Concert Band MPA. Participation by all students in the Symphonic Band is required.

**DISTRICT CONCERT BAND MPA:** This is an FBA (Florida Bandmasters Association) sponsored event, which typically takes place in early March. The purpose for the MPA is to provide opportunities for students and directors to perform in an environment, which provides critical evaluation of its performance by noted experts in the field of concert band performance. This festival performance is the culmination of the concert band season. FBA judges will evaluate each concert band on the following criteria: performance fundamentals, technical preparation, and musical effect. Concert bands will receive a rating of superior, excellent, good, fair, or poor in each category. This event is hosted at a selected Lee County or Collier County High school and there is no admission charge. Concert Bands that earn an Overall Superior rating playing a Grade III or higher will qualify for the State Concert Band MPA, which is held in late April to early May. Participation by all students enrolled in a concert band class is required.

**SPRING POPS CONCERT:** This is a BCHS sponsored event, which features all of the BCHS Concert Bands, Jazz Band, and Drumline in early to mid-May. There is no admission charge for this event. This is a great opportunity for parents, family, and friends in the community to celebrate the many accomplishments of the BCHS Cougar Band throughout the school year. Participation by all students is required.

## **BAND LETTERS AND AWARDS**

Barron Collier High School Cougar Band letters and awards will be awarded at the annual BCHS Cougar Band Awards Day held during the school day in May. The varsity band letters and class awards are awarded for each student's participation in the band program. To receive the BCHS band awards each student must achieve the following:

- Be a member in good standing of the BCHS Marching Band and one of the concert bands, jazz bands, dance techniques or percussion classes.
- Complete the full year of band activities without any unexcused absences.
- Senior band members will receive a separate senior award.

## **CARE OF EQUIPMENT**

The purchase of a musical instrument represents a major investment of money, whether it is owned personally or by the school. It is good common sense to take good care of it so that it will remain in good working order and last as long as it should. Each student should keep their instrument dry and clean, avoid sudden temperature changes, and know special cleaning methods for your instrument.

All students using school owned instruments and property must follow the proper check out procedures.

1. Obtain brand name, serial number, and I.D. number off the instrument.
2. Inspect the instrument for damages or dents.
3. Fill out the appropriate forms
4. Pay maintenance fee if applicable.
5. Obtain receipt.
6. Students are responsible for any damages.

## **Lockers**

- Each student will be assigned a band locker with a school provided lock.
- Only instruments and required classroom materials. (NO clothes, food, books, athletic supplies)
- Do not keep valuable items in your locker. (Money, phones, clothes, books)
- Do not share your locker combination with anyone.
- Students are responsible for any damages to lockers, locker doors and lost locks. The lock replacement cost is \$20.00
- Small instruments are to be kept off the band room floor.

## **Uniforms**

- Be fitted by uniform parent volunteers.
- Fill out appropriate forms.
- Furnish all required marching shoes and black socks.
- Be responsible for the care of the uniform.

### *Care of the Uniform*

- Always hang up the uniform after each performance.
- Report any problems, stains, or tears for the uniform to the uniform parents and director immediately.
- Cover hats and plumes in the rain.
- Use proper uniform bags, rainwear, and proper storage facilities at all times.
- Never wear coats, jeans, or outer garments under the uniform. Shorts and T-shirts are needed.
- Do not cut any material from the uniform. Alter by hemming only.
- Always provide the proper gloves and hats as required.
- A uniform inspection will be held before each performance. All equipment is subject to inspection at any time.



## **Music**

- Be responsible for all music and folders issued.
- Keep music in locker, case, or appropriate music racks.
- Music will be turned in at the end of each semester and students will be charged for lost or damaged music and folders. The folder replacement fee \$20.00

## **STUDENT EXPECTATIONS AND DISCIPLINE POLICY**

**Well-disciplined students and efficient rehearsals are crucial to our success.**

**THE IMPORTANCE OF ATTITUDE:** The greatest single factor that will determine the success of any individual or organization is attitude. It takes intense dedication to reach goals. Students should learn to discipline themselves to daily practice on fundamentals in concentrated and routine practice. The "right attitude" must be present along with sincerity, concentration, and dedication as the basic foundation. Such an attitude makes an artistic performance inevitable and is the factor that makes the difference between a superior organization and a mediocre group. Make the most of it in every rehearsal and performance.

**THE IMPORTANCE OF DISCIPLINE:** Due to the nature and size of the organization, band discipline must, of necessity, be **strict**. Band students and parents must be willing to accept the ideals, principles, and rules of the organization. Band members are constantly on display, each member must always be aware of the importance of good behavior. Any misconduct casts a direct reflection on the band and school and may well undo the good work of many loyal students. Any student who casts discredit on the band by their conduct or actions either at school, on a trip, or in the community, shall be subject to dismissal from band in addition to other disciplinary action by the school. Basic values are a requirement. Students who are repeatedly disciplined by school authorities for violation of school policies are a liability to the program and will be subject to dismissal.

Being a part of the BCHS Cougar Band is a privilege and we want all our students to have a positive experience this season. Listed below are the expectations of every band student, and the consequences that may be put into place if these expectations are not met.

### **COME TO CLASS, REHEARSALS AND PERFORMANCES WITH A GOOD ATTITUDE.**

- **RESPECT** the director, the instructional staff, your peers, and guests at **all** times. Teamwork is essential to the band and disruptive, rude, and negative behavior will not be tolerated. Students who excessively display poor behavior may be dismissed from rehearsal and/or suspended from a performance. If a suspension fails to resolve the problem, the student may be dismissed from the band program altogether without any refund of fees.

### **COME TO CLASS, REHEARSALS AND PERFORMANCES PREPARED AND ON TIME!**

- Students are expected to come to every rehearsal with the required materials: pencil, music, music folder and instrument/equipment.
- Tardies will be documented on a daily basis. Students need to be ready to rehearse at the scheduled time. Tardies to after school rehearsals will affect your grade.
- If you are absent from a rehearsal, it is your responsibility to find out what you missed before the next rehearsal.

### **USE THE REHEARSAL AND SECTIONAL TIME WISELY.**

- Students are to refrain from talking when called to attention and while a director or staff member is giving directions. Students who constantly disrupt rehearsal may be dismissed from rehearsal and/or suspended from a performance.

### **STAY COMPLIANT WITH SCHOOL RULES.**

- Cell phones, headphones and other electrical sound equipment must be **out of sight and on silent** during class, rehearsals, and performances. Please store these items in your band locker when you arrive for class.
- Maintain your grades in band and in all other academic classes. Remember, all students in band are expected to maintain an academic average of 2.0 in order to be eligible for participation.
- Wear attire to class and rehearsals that is compliant with the school dress code.

### **RESPECT THE REHEARSAL SPACE, FIELD, AND ALL OF THE MUSIC DEPARTMENT EQUIPMENT.**

The use of band facilities before, during, and after school is a PRIVILEGE. The following rules are in effect at all times:

- Non-music students are not permitted to socialize inside the band room or percussion room.
- Keep the band area clean. No littering, playing around, or horseplay. If you use a stand or chair, put it back on a rack or cart after use.
- Students are only permitted to use the equipment that they are assigned. Students who are not in auxiliary should not be found spinning flags and students who are not in percussion should not be playing on percussion instruments.
- Please keep your personal belongings in your assigned locker and keep your locker properly locked.
- **Practice/Locker Room/Storage Rooms** –Food and drinks are not allowed in these rooms.
- **Uniform Room** - The uniform room is a private area. This area is to be kept clean and neat at all times.

All band members are to follow the **Student Behavior Code of Conduct** outlined in the **Barron Collier High School Student Handbook**. Any violations of this behavior code can result in the possible suspension or expulsion from school as well as band activities.

Smoking, consumption of alcohol, use of illegal substances or being under the influence of these, stealing, and direct insubordination are strictly forbidden at all times in accordance with school board policy. Violation of these while with the band or at band events will result in dismissal from band and disciplinary action from an administrator.

### **GENERAL STUDENT EXPECTATIONS**

#### **ALL CCPS/BCHS RULES AND REGULATIONS ARE IN EFFECT AT ALL TIMES**

- Members **will** treat each other, the band staff and chaperones with respect at all times. This includes the use of social media.
- Members **will not** talk when instructions are being given.
- Members **will** follow all instructions of the band staff and chaperones.
- Members are expected to be courteous toward each other and other individuals.
- Profanity, vulgarity, and obscenities **will not** be tolerated. Violation of this will result in severe disciplinary action by the director and/or administrators.
- Each student should have a pencil and all required equipment at all rehearsals and performances. Leave your instrument case and book bags in assigned spaces or in your locker during rehearsal.

- Be prompt and ready to start at the designated time. During school time, passes are required for excused tardiness.
- Inattentive behavior, disrespect to the director or staff, and excessive talking during rehearsals contribute to negative results and wasted time. Therefore, these actions will result in one or more of the following:
  - Removal from rehearsal.
  - After school/game detention.
  - Grade reduction for student's rehearsal or performance skills.
  - Suspension from band
- When performing with the band, you are a reflection of the band, high school, and community. Thus, destruction of property or insubordinate behavior will not be tolerated. Violation of this will result in **severe** disciplinary action by the directors and/or the administrators.
- Learn your part in each musical composition thoroughly. Practicing outside band rehearsal time is essential to you being prepared.
- No food/drink or gum in the band room, practice fields or in the stands at football games. The band is usually granted third quarter off to have refreshments and you must finish them before returning before the start of the 4<sup>th</sup> quarter.
- Band members will be responsible for instruments, equipment, uniforms and music belonging to the band.
- Horseplay is not appropriate anywhere in the band room, practice field or around instruments and equipment.
- Public Displays of Affection (PDA) are not appropriate for any band function and will not be tolerated.
- ALL MEMBERS must ride to and from ALL EVENTS with the band. Exceptions can only be made by the director in advance and parents must provide written permission.
- The band uniform is expected to be worn properly at all times.
- Well-disciplined and efficient rehearsals are crucial to our success.
- Bus/Travel rules
  - An adult chaperone will be on each bus.
  - Put all trash in garbage bags.
  - Adults should be allowed to board and exit the bus first.
  - Be quiet during roll call.
  - Everyone must be silent at all Railroad Crossings.
  - Cellphones should be used with earphones only.
  - The bus drivers have the right to set additional rules.
  - DO NOT exit bus until directions are given by Mr. Robinson

***YOU ARE A MEMBER OF AN OUTSTANDING BAND PROGRAM; TRY TO MAKE A POSITIVE CONTRIBUTION TOWARD THE PRESENT AND FUTURE SUCCESS OF OUR PROGRAM.***

## **ATTENDANCE POLICIES**

*Every student at every rehearsal and performance is crucial to our success.*

**IN CLASS:** All school rules apply. Students must be in the classroom before the tardy bell. If you arrive to class late, please report to Attendance and Discipline to get a tardy pass.

- At the beginning of class, students must be seated with their instruments promptly after the bell.
- At the end of class, students will be dismissed a few minutes prior to the bell so they have enough time to put away their instruments.
- Students who miss class are responsible for learning what they missed.
- Students will have up to 7 days to make-up any assignment that was due during their absence.

**AFTER SCHOOL REHEARSALS:** The BCHS Cougar Marching Band will rehearse on Tuesdays from 6:00-9:00pm unless otherwise listed on the band calendar from August to November. The Concert Band Season will require only a few after-school rehearsals. This schedule will be given to each ensemble in November. Rehearsals are necessary for the improvement of the band and to meet performance demands. Students learn new material and show alterations during rehearsal, thus the BCHS Cougar Band must follow a strict rehearsal attendance policy. The following policies are in effect regarding rehearsals:

- **All rehearsals are mandatory.** All missed rehearsals will require a make-up assignment.
- Students with excessive unexcused absences may be dismissed from the band with no refund of fees.
- Students with excessive excused absences may be held from a performance if they fail to meet performance expectations and may also result in affecting the student's grade. Please refer to the grading policy for information on how to request a make-up assignment.
- **If there is a conflict between rehearsals and another BCHS obligation, the student is responsible for notifying the band director to discuss how the conflict will be resolved.**

**PERFORMANCES:** In any music program, frequent performances are given in order to demonstrate knowledge of the material and show the audiences the hard work of the passionate musicians and eurhythmic artists in the band. Every student is a vital member of the team effort and absences not only affect the person missing, but those around them, causing a drop in individual and ensemble performance standards. As a result, there are very few, if any, excuses for missing a performance. The following policies are in effect regarding performances:

- **All performances are mandatory.** All missed performances will require a make-up assignment.
- Please refer to the grading policy for information on how to request a make-up assignment.
- **If there is a conflict between rehearsals and another BCHS obligation, the student is responsible for notifying the band director to discuss how the conflict will be resolved.**

**BCHS ATHLETICS & BCHS BAND PROGRAM:** As a courtesy to all Directors and Coaches - all students who wish to participate in a sports activity and band must notify both parties at the beginning of the season. The Band Director will work with the students to come up with a plan so the student benefits from the programs he/she wishes to be enrolled in.

**EXCUSED ABSENCES:** Keep in mind that excessive excused absences may still result in the possibility of being withheld from a performance. If a band activity is to be missed, an excused absence **may** be obtained only for the following reasons:

- Death in the family
- An illness of the student documented by a doctor's statement or documented medical/dental appointment. **Parents are encouraged to consult the band calendar when scheduling appointments.**
- An observance of an established religious holiday.
- Situations involving extenuating circumstances, situations of a one-time only nature, or circumstances relating to personal/family emergencies may be excused at the discretion of Mr. Robinson.

- Other BCHS activity pre-approved by Mr. Robinson. Students who miss a rehearsal or performance due to a BCHS related event may be excused at the discretion of the Director.

In order to obtain an excused absence, both the student and the parent must follow the following procedure:

- Notify the Director of the conflict in advance if possible.
- A Parent or legal guardian must notify the director of the circumstances in person, by email or phone. Email is preferred.
- In addition to clearance with the school office for absences **during the school day**, absences must also be cleared with the band director. Absences for band activities after school must also be cleared with the band director.
- Each student is responsible for acquiring missed information during an absence.

**COLLIER COUNTY CODE OF STUDENT CONDUCT RULE #35:** Participants in interscholastic or extracurricular activities must attend their entire scheduled school day to be eligible to compete, and/or perform in activities on that day and report to school on time the next day to participate in the next event or activity. Exceptions to this requirement must be cleared IN ADVANCE by the Band Director after conferring with the principal.

**UNEXCUSED ABSENCES:** Keep in mind that an unexcused absence from a rehearsal may result in possible suspension from future performances and lowering of a student’s grade. If a student acquires more than two unexcused absences, he/she may face possible dismissal from the BCHS Band Program.

- Out-of-School Suspensions, truancy, cutting rehearsal/performance
- Students with paying jobs - Work is not an excuse for missing any band activities. Your employers must be aware of your school responsibilities.
- Other unexcused absences include (but are not limited to): homework, no ride, and/or forgetfulness.

**TARDINESS:** Students are expected to be on time to all activities. Tardies will result in the loss of participation points and will affect the student’s grade.

### **GRADING POLICIES**

As per the Collier County Public School Course Selection Information Packet:

**“All performance courses require that the student participate regularly in rehearsals and performances after school hours as part of the expectations leading to a grade.”**

Students will be graded fairly based on their own **individual** accomplishments. Student grades will be based on student progress, attendance, rehearsal etiquette, and participation. The Director will update grades every week in Focus. Grades in Focus will be assigned in the following categories:

**DAILY PARTICIPATION (15%):** Students will receive a daily participation grade during the school day. Failure to have an instrument will result in a “zero” for the daily participation grade.

- Attitude
- Discipline
- Preparedness for class (including instrument, pencil, music, and “wood shedding” parts)
- Effort
- Attentiveness

**REHEARSALS (35%):** Students will receive a grade for every after-school rehearsal.

**PERFORMANCES (40%):** Students will receive a grade for every after-school performance.

**PERFORMANCE TESTS & ASSIGNMENTS (10%):** These will be performed live in front of a Director. Band tests will be graded on: tone, note accuracy, rhythm, tempo, and style. Auxiliary tests will be graded on accuracy of choreography, technique, and artistic expression.

**REQUESTING A MAKE-UP ASSIGNMENT:** All missed rehearsals and performances will require a make-up assignment. **Make-up assignments can be requested for excused and unexcused absences; however, make-up assignments for unexcused absences will be dropped one letter grade.** In order to receive the make-up assignment, students will need to email Mr. Robinson at [robinb@collierschools.com](mailto:robinb@collierschools.com).

**Students have 2 days from their absence to request a make-up assignment.** (Ex. If you miss a rehearsal on a Tuesday, you need to submit your request by Thursday of the same week.)

***Students who have an extended absence due to illness will be given 2 days from their return to school to request the make-up assignment.*** (Ex. If you miss an entire week due to COVID and return to school on a Monday, you need to submit your request by Tuesday of the same week you return to school.)

***Students who have a planned extended absence due to vacation or some other event must make their make-up assignment requests prior to leaving school.*** (Ex. If you know that you're going to be out of town and you're leaving on a Wednesday, you need to submit your request by Tuesday of the same week before you leave school.)

Directions: Copy and paste the following information into your email. (Be sure to provide the information requested.)

Student Name:

Band Period:

Event missed (Ex. After School Rehearsal):

Date event was missed (Ex. Thursday, 8/11):

Reason for missing (Ex. Thursday, 8/11):

Once your request has been reviewed, the director will reply with your make-up assignment, instructions on how to turn in the assignment, and the date for when it's due. Students will receive no more than 7 days to complete the assignment.

### **EQUIPMENT**

All students should have their instrument in top working condition. Supplies including reeds, drumsticks, cleaning tools, valve oil, and cork grease for their particular instrument are needed daily. If your student needs any of these items call one of the local music stores and they will have everything in stock. Our trusted vendors are Cadence Music in Fort Myers and Christman Music in Naples.

**Cadence Music**  
5215 Ramsey Way Suite #2  
Fort Myers, FL 33907  
(239) 275-6262  
[www.cadencemusic.com](http://www.cadencemusic.com)

**Christman Music**  
2081 J and C Blvd.  
Naples, FL 34109  
(239) 254-8863  
[www.christmanmusic.com](http://www.christmanmusic.com)

### **BCHS BAND BOOSTERS**

The parents and friends of band members maintain an active 501c3 band booster organization. All adults are encouraged to belong to this organization. Meetings are held regularly to inform parents, conduct business, and solicit help. The success of the band program is due in a large part to the active participation of the band boosters. There will be regularly scheduled meetings of this group. A constitution or set of by-laws is used to guide and protect the purposes of the group. Officers are elected annually to provide leadership. Meeting dates are posted on the band website.

### **CONFERENCES**

The director is available for periodic conferences during his planning period or after school hours to discuss any matter relating to the policies contained in this handbook or a problem directly related to your child and his/her progress in the band program. For an appointment. The band room phone is (239) 377-1356. You can reach Mr. Robinson by email at [robinb@collierschools.com](mailto:robinb@collierschools.com)

### **USE OF BAND FACILITIES**

The use of band facilities before, after, and during school hours is a privilege. Students who abuse the facilities and facility contents will be disciplined accordingly. Any abuse or damage will be considered vandalism.

The Band Room is for band students only! Students who are not enrolled in band are not allowed in the band room at any time. This is to help protect student-owned and school-owned property and to ensure the security of those items. The controlled gathering of students before school is permitted as long as students are well behaved. The rehearsal room and practice rooms are not lounging areas. Students must make an effort to keep the room neat and orderly. The band room will open in the morning before school for students to return their instruments. The band room is closed during the lunch period.

Practice Room and Ensemble Rooms are to be used for practice or private study only. Keep the room neat with all chairs, stands, etc., returned to their proper places. Use of practice rooms is with permission of the director only.

Percussion Instrument Storage Room is off limits to students, except when getting out or returning an instrument to its proper place in the room. Instruments are to be kept in designated areas.

The music library is not a student area and is to be used only by the music department staff.

### **PRIVATE LESSONS**

***OBOE, BASSOON, AND FRENCH HORN STUDENTS ARE HIGHLY ENCOURAGED TO TAKE PRIVATE LESSONS FROM AN APPROVED TEACHER.*** Students, especially those who exhibit above average talent or those interested in above average musical achievement, are encouraged to study with a good private teacher. The best teachers obtain the best results. The best private teachers: specialize in one or two instruments; play their instrument for their students during the lesson; set high standards of performance for their students; help students select music for Solo and Ensemble, and work to prepare their students for the event; prepare students for All-State auditions; insist students learn their scales; and refuse to teach students who do not practice or come to lessons repeatedly unprepared. Lessons may also be assigned by the band director that meet during the school day and meet with an outside instructor.

### **AS A BAND PARENT...**

Encourage your student to practice on a daily basis. They are learning skills they will enjoy for a lifetime.

Attend all performances, even if your child says that they do not want you there.

Encourage private study with a private instructor.

Make sure that your student's instrument is working properly.

Make sure that your student always has the basic equipment and supplies necessary to play his or her own instrument.

Become involved with the Barron Collier High School Band Parents Booster Group

Attend all general meetings and read all newsletters and class handouts to stay informed on upcoming events and deadlines. Every effort will be made to keep the band website up to date.

Band website – [www.bchsband.org](http://www.bchsband.org)