

# LCHS Band and Color Guard Member Handbook 2019-2020



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## **Introduction**

Welcome to the La Cañada Music Program. The music program consists of the Marching Band, Concert Bands, Jazz Bands, Color Guard, Winter Drum Line, High School Orchestra, 7/8 String Orchestra and 7/8 Concert Band. LCHS prides itself in its music program, in the quality of its music as well as its members, so this handbook is here to guide you with useful information for the year and to give you the standards of excellence, which you will need to uphold throughout the year. Please take your time in reading this material and make sure you sign all the forms at the end of the handbook. These will need to be turned in no later than Wednesday, August 3<sup>rd</sup>. Thank you all and let's have a great year of music!

## **Member Responsibilities**

### **Band Workshops/Band Camp**

All members are expected to attend the two weeks before school starts that consists of Workshops at LCHS and Band Camp at Cal Poly – Pomona. Please try to schedule any family vacations around these dates, as they will not change from year to year. Any conflicts need to be cleared with Mr. Stone or Mr. Myers prior to the start of Band Workshops. It is important that everyone attends since this is the time when we work on the basics for marching, the music for the show and complete the setting of our opener. Anyone who misses anytime during workshops or band camp will need to meet with their section leader outside of rehearsal time to make up the work and get caught up with the rest of the band.

### **Rehearsals**

The most important time of all is rehearsals. This is where all the hard work of basics building, music playing and show learning happen. If you are missing, the work doesn't get done effectively and the entire performance will suffer. There are so many moving parts and issues in all of our performances that it would be absurd that anyone could miss any rehearsals and still be the best for the entire group: you may know your part perfectly, but others are relying on your part in order to learn their part, so be at all rehearsals.

For our Nighttime Marching rehearsals and Band Camp, we are asking all members to wear rehearsal attire which consists of: good cross-trainer/running shoes (NO flip-flops, Uggs, Vans, sandals, flats, etc.) and a white t-shirt (it can have writing on it but it must be mostly white. It helps the staff see the visual part of the show better). If you are not properly attired for rehearsals, you will not be allowed to rehearse with the group until the problem is fixed. Realize that rehearsal tardiness and absences will affect your grade in not being prepared for rehearsal, and if asked to fix a problem and you are late or do not return, you will be marked tardy or absent.

### **Performances**

Performances are the time when we as a group show an audience the final product of numerous hours, weeks or months of work. It is vital to the overall effectiveness of the performance that all members are present and focused on their part of the performance. It is impossible for the band to replace, sub in or go without a person if they are missing. In all cases the effectiveness of the performance will suffer and that is not an acceptable option for any performance and will not allow the other members to have the best possible performance. Please refer to the grading section to see the importance of your presence at performances, as well as the attendance section to see examples of excused and unexcused absences.

Members need to be dressed appropriately for each performance. Please follow the guidelines below to know what is appropriate dress.

### **Marching Band**

#### *Rehearsal*

ALL: White Shirt and Cross Trainer/Running Shoes (all other clothing items are your choice)

#### *Performance*

ALL: Band Uniforms, Black Show Shirt, Black Socks and Black Marching Shoes

Band uniforms will be fitted during the mornings before band workshops. Please order shoes at the time of fittings. All freshmen need them and the rest make sure they fit and are a right and a left foot pair.

### Concert Band

*Ladies:* Concert Black Dress and Black Dress Shoes

*Gentlemen:* Black Tuxedos, Black Dress Shoes and Black Socks

We will be using the measurements taken at the band uniform fitting to place an order at the beginning of the year.

Please try on all concert attire in **advance** to ensure that it still fits and that you have enough time to make any purchases, if necessary. Wearing tennis shoes to a performance because your dress shoes "did not fit" is not an acceptable excuse, and your grade will be affected accordingly.

### **Distraction Free Zone**

In order to be highly focused and effective at rehearsals and performances, personal items, such as, cell phones, iPods, homework, books and any other items that will distract you from the task at hand, should not be brought to rehearsals and are not conducive to a successful learning environment. These items create too many distractions and should be left in lockers, cars or someplace secure for the duration of the rehearsal or performance. Cell phones will be collected at the beginning of each class, rehearsal or performance. If students are found with these personal items during a rehearsal or performance, they will be confiscated and will be returned to parents only at the end of rehearsal or performance. In addition to items, excessive, non-instructive talking is also a distraction and will not be tolerated.

## Code of Conduct

Participation in the La Cañada High School Band and Color Guard program is a privilege that elicits great pride in band and color guard members, their families, staff, school and the community. It is a responsibility that demands extra commitment from each member to represent the band in a positive manner. For this reason, each member is required to sign this statement indicating that the student and his or her parents/guardian recognize and understand the student responsibilities and are willing to adhere to the basic concepts of good citizenship, proper training, regulations, and positive example to be shown by all members.

Members will:

1. Attend and be on time for all rehearsals and performances
2. Always exhibit pride in La Cañada High School, the LCHS Music Program and themselves by being a positive role model, polite and respectful to classmates, peers, staff, parents, bands and students from other schools and anyone they meet while being a part of the LCHS Music Program
3. Create a distraction free zone for all rehearsals and performances.
4. Respect the instruments, equipment and furniture that are in the band room by putting them away in their proper place when finished with them, playing only your instrument, keeping track of all music and materials assigned to you and keeping the band room free of trash, food and drink.
5. Adhere to all La Cañada High School and Districts rules, policies and guidelines at all times while representing the school at any function.
6. Report any problems, wrongdoings, issues and concerns to your section leader, band council members, Mr. Smith or Mr. Stone immediately. All information received will be kept confidential and anonymity will be honored.
7. Always give 100% effort, be pleasant, cooperative, tactful and above all, enjoy making music with your friends!

Failure to uphold the Code of Conduct could result in a member being asked to not participate in the music program.

## Dates to Remember

### Marching Band

June 10-13	Band Mini-Camp	9 am -12 pm	LCHS
July 29-30	Band Workshops	1-10 pm	LCHS
July 31-Aug 2	Band Camp	All Day	Cal Poly Pomona
August 5-9	Band Workshops	9 am -10 pm	LCHS
August 9	Band Family Cookout	5-6 pm	LCHS
August 9	Preview Performance	6 pm	LCHS Stadium
August 17	Saturday Rehearsal	8 am - 12 pm	LCHS
Aug 13 – Nov 21	Tu/Th Night Rehearsals	5:30-8:30 pm	LCHS
November 22	Championship Rehearsal	3-6 pm	LCHS
November 22	Friends and Family Show	6 pm	LCHS Stadium
September TBD	LA County Fair Parade	TBA	LA County Fairgrounds (Pomona)
October 12	Ayala Field Show	TBA	Ayala HS (Chino Hills)
October 26	Vista Murrieta Field Show	TBA	Vista Murrieta HS (Murrieta)
November 2	Don Lugo Field Show	TBA	Don Lugo HS (Chino)
November 9	SoCAL Super Show	TBA	El Camino CC (Torrance)
November 16	Trabuco Hills Field Show	TBA	Trabuco Hills HS (Orange Co.)
November 22-24	WBA Championships	Overnight	Clovis, CA
December 7	Montrose Christmas Parade	TBA	Montrose
January TBD	Disneyland Performance	TBA	Disneyland
May 25	Fiesta Day Ceremony/Parade	TBA	Memorial Park/Foothill Blvd.

### Football Games

Friday, August 23	Hoover High School	7:00 pm	LCHS
Friday, August 30	Glendale High School	7:00 pm	LCHS
Friday, September 6	View Point High School	7:00 pm	LCHS (7/8 Night)
Friday, September 13	Fillmore High School	7:00 pm	Away
Friday, September 20	South El Monte High School	7:00 pm	Away
Friday, September 27	Pioneer High School	7:00 pm	LCHS
Friday, October 4	Temple City High School	7:00 pm	LCHS (Homecoming)
Friday, October 18	San Marino High School	7:00 pm	Away
Friday, October 25	Monrovia High School	7:00 pm	LCHS (Senior Night)
Friday, November 1	South Pasadena High School	7:00 pm	Away

\*Students must attend all Home games and at least one Away football game.

\*Call time for Home games is dressed and ready at 6 pm. Call time for Away games TBD.

### Performances

Wednesday, October 30	7-12 Orchestra Concert	7:00 pm	LCHS
Thursday, December 12	9-12 Band and Orchestra Winter Spectacular	7:00 pm	LCHS
Saturday, February 1	Dinner Show	TBA	LCCC
Wednesday, March 18	7-12 String Festival Concert	7:00 pm	LCHS
Wednesday, March 18	7-12 Band Festival Concert	8:00 pm	LCHS
Friday, March 20	Band and Orchestra Festival	All Day	LCHS
Saturday, May 2	Concerto Concert	7:00 pm	LCHS
Friday, May 15	Club LC	6-10 pm	LCPC
Tuesday, May 12	7-12 Pops Concert	7:00 pm	LCHS

*April 4-8*

*New York - Carnegie Performance Tour*

*New York, NY*

## Grading

Students will be graded on the following criteria:

- Participation/Attendance 40%
- Preparedness 30%
- Performance 30%

Students will be graded on a point system. Points will be deducted as follows:

### **Marching Season**

- Performances – 700 points total (100 for each competition, 100 for Home and 100 Away Games)
  - Tardy -10 points
  - Violation of Code of Conduct -20 points
  - Absence -100 points
  
- Rehearsals – 10 points per rehearsal (Night or Saturday)
  - Tardy or Early Departure -5 points  
- Not in designated place on time (i.e. field, auditorium, etc.)
  - Not prepared -5 points  
- Wrong attire, missing music or drill, poor attitude, etc
  - Absence -10 points

### **Concert Season**

- Performances – 100 points per performance
  - Tardy -10 points
  - Violation of Code of Conduct -20 points
  - Absence -100 points

All other graded material will be at the discretion of the directors.

## Attendance

The goal of all rehearsals is to prepare for and give performances. As a result, attendance at all rehearsals and performances is **MANDATORY** and will be factored into the student's grade. **Absences are absolute; there are no excused absences.** Please remember that all absences from concerts can be detrimental to the performing ensemble and greatly impact the overall performance of the group. Unlike athletic teams, music groups do not have a bench to go to when a student does not show up. All students are important and counted upon for each and every performance and rehearsal. A full schedule for performances and rehearsals can be found on the enclosed calendar and online at <http://www.lchsmusic.org>. As events are added throughout the year it is important to check the website calendar often to make sure you have the most up to date listing of events.

It is the policy of LCHS that students must attend the regular school day (minimum 3 periods) in order to be eligible for night rehearsals and performances on that same day.

All extraordinary circumstances beyond the control of the student will be reviewed by Mr. Stone on a case-by-case basis. Students with excused absences will be assigned make-up work to replace the performance/rehearsal. All parents **MUST** notify Mr. Stone in a timely fashion when it is known that a student will have an absence. A minimum of four weeks notice is expected except in cases where prior notification is impossible.

# PROPER CARE GUIDELINES FOR MARCHING BAND UNIFORMS AND PERSONAL APPEARANCE

*Each person is responsible for his or her personal appearance while in uniform!*

Please note the following guidelines to help you look and feel your best for each and every performance.

## **Before the Show:**

- **Mark your name in your marching shoes** with a permanent marker. Clean your marching shoes. Most dirt can be removed using a soft cloth, mild soap and an old toothbrush or nail brush. Carry your shoes in a protective bag until you put on your uniform. *Please do not put them in your garment bag.*
- Shower before the performance.  
Take special care to wash your hair and neck to keep body oils from soiling the uniform. Wear a white T-shirt and lightweight shorts (like PE shorts) under your uniform to make changing quick and easy. Use deodorant.
- Black socks.  
**Black socks (mid-calf) must be worn for all performances.**
- Black gloves.  
Make sure you have both gloves and that they are clean.
- Check your hair.  
If your hair is longer than collar length, it must be tucked up securely under the shako (band hat). Band Parent Helpers will check and will assist in accomplishing this task if necessary.
- Leave all jewelry at home.  
At parades and field shows, no jewelry may be worn—not even rings or watches.

## **Loading the Bus:**

- You will need:
- Instrument
  - Uniform in garment bag
  - Shako
  - Black shoes
  - Black socks
  - Black gloves
  - Hair pins/clips

## **At the Performance:**

- Time to change into your uniform will be provided before the performance or competition. Once again, to make changing quick and easy, (meaning it will probably be in public) please wear a T-shirt and lightweight shorts under the uniform. **NO jeans under uniform pants.**
- Once you are in your uniform: NO EATING OR DRINKING – other than water, of course. Food/drink stains are difficult to remove.
- Be CAREFUL with the plumes that will be put on your shako by a Band Parent Helper. Please do not hold shako with plume upside down. Your shako should *never* be upside down on the ground.
- Please do not lean against the busses or anything else while in uniform.

### **After the Performance:**

- Band Parent Helpers will remove plume from your shako.
- Remove gauntlets and place in designated box.
- Change out of your uniform. Please do not lay your uniform on the ground.
- Hang your uniform on the hanger.
  - 1) Line up the trouser legs with the creases together before laying the trousers over your arm -- **DOUBLE CHECK** to see that the creases are still together after moving pants from your arm to the hanger.
  - 2) Hang the coat on the hanger and fasten to hold it.
  - 3) Cover the uniform with the garment bag and zip the bag only **halfway** up.
- Put uniform and shako on the bus along with all other personal items.

### **Upon arrival back at school:**

- Unload truck and collect instrument.
- Hang uniform in uniform room in designated closet and shako on proper shelf. Student uniform managers will conduct inspections.
- Make sure you have your shoes, socks, gloves and anything else you brought with you.

### ***Please note:***

- **If your uniform becomes damaged** when wearing it (loss of a button or snap, rip or tear, etc.) please notify a student uniform manager or Sandy Miller before hanging your uniform back in the uniform room. We can only fix what we know needs repair prior to leaving for the next show.
- **If you lose a glove or forget your gloves**, please see a Band Parent Helper. An additional pair of gloves can be purchased for \$5.00.
- **If you forget your black socks**, please see a Band Parent Helper. You may think that the audience can't see your white socks or that you don't have socks on. Not true! It's obvious and distracts from the show.

## **Music Parents**

It is impossible for the music program to be successful without the support and help of the Music Parents. Parent volunteers aid the band in many areas ranging from fundraising to driving the equipment truck. There are jobs for all levels of commitment and abilities, and we appreciate everyone who helps make the La Cañada Music Program successful. Parents can get involved by attending monthly meetings, helping at home football games, attending field shows and many other jobs, large and small. Thank you for your help and support, we could not do it without you. Look for more information on meetings and ways to volunteer in the coming weeks.

## **Winter Groups (Guard and Percussion)**

The winter color guard and percussion groups are auditioned groups. Auditions will be held in December and the teams will be chosen from those who complete auditions.

## **Forms**

Forms need to be turned in, stapled in order with the band check made out to "LCHS MPA" on top, no later than Tuesday, July 30. The order is as follows: Travel Permission Slip and Handbook/Behavior Contract Signature Sheet. Registration and BBQ Order form should be completed online. If you are writing a check, please make it out to "LCHS MPA."

Transportation donations are collected by MPA. Marching Band and Color Guard members are asked to donate to cover the costs of all transportation, except Championships, for the entire school year.

On the third page of the travel permission slip, only mark "yes" if you want school staff to administer any type of medication. **You only need a physician's signature if you mark "yes."** If you mark no, only fill out section 1, and you do not need a physician's signature.

All forms are available at [tinyurl.com/LCHSDropbox](http://tinyurl.com/LCHSDropbox), online at [lchsmusic.org](http://lchsmusic.org) and as links in the weekly constant contact emails.



# LCHS Band and Color Guard Handbook Agreement Form

Student name \_\_\_\_\_ Parent/Guardian Name \_\_\_\_\_  
(print) (print)

I have read, understand, and will adhere to the LCHS Band and Color Guard Code of Conduct. I further understand that all school rules and policies are in effect on trips. Violations of the Code of Conduct on a trip may result in a parent being required to pick up a student and transport them home at their own expense.

\_\_\_\_\_  
Student signature Date Parent/Guardian signature Date

I have read, understand, and will adhere to the attendance/grading policies of the LCHS Band and Color Guard.

\_\_\_\_\_  
Student signature Date Parent/Guardian signature Date

## *Behavior Contract School Year 2019-20*

### **STUDENT**

I agree to conduct myself on the trip (or any activity) in such a way that I will bring honor to school, my community and myself. I furthermore agree to obey at all times on the trip (or during any activity) the code of conduct, instructions of the leaders, chaperones or others in authority, and the policies, laws, and regulations of the La Cañada Unified School District, other school districts, colleges, hotels, conveyances, and facilities visited on the trip (or activity). **I recognize that any serious violation of rules of conduct may result in my removal from the trip (or activity) at an additional cost to my parents or myself. I further understand and agree that any additional costs to the trip (or activity) caused by my conduct, behavior, etc., must be paid back to the music parents within 15 days after returning home from the trip (or activity).** I also understand that as a result of any misconduct by me, further disciplinary action may be taken by the La Cañada Unified School District and/or the La Cañada High School staff at the conclusion of this trip (or activity) if necessary.

I will accept the authority of the Director, the staff, and chaperones on this trip (or activity) and will abide by all decisions they have made and might have to make during the trip and/or activity.

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

### **PARENTS/GUARDIAN**

I have read the above Student Agreement and have discussed it with my son/daughter to make certain he/she understands the importance of proper behavior and the great responsibility of the director, the staff and chaperones to see that everything goes well and safely.

I agree with and support the aforementioned rules and agreements.

\_\_\_\_\_  
Signature of Parent/Guardian Date