

**Chestatee High School**  
**War Eagle Band**



**2012 - 2013**  
**HANDBOOK**

Dear CHS Band Students and Parents:

The 2011-2012 season was amazing! It was great to get all Superior Ratings in both Marching and Symphonic Band for the past 2 years. The OPEN CLASS Classification was a challenge, but the band stepped it up once again. I want to thank everyone for a job well done especially the band officers and section leaders. Also, congratulations to our new band officers and section leaders.

This year, the 2012-2013 season will no doubt be even better. We will be hosting the 6th Annual Lake Lanier Tournament of Bands Marching Competition. We also have a goal of winning not only our classification, but a Grand Championship! We will also have a “true” Concert and Symphonic Band in place that will be doing some very challenging music for LGPE.

I cannot thank everyone enough for the support that has been given to me and the program. It has been an honor and blessing to serve as your Band Director for the past 10 years. I am very excited about next year and working with each of you.

Daniel Merck  
Director of Bands  
Chestatee High School

## Foreword

The Chestatee High School Band Handbook is designed with the following objectives in mind:

- \* To serve as an operational guide for the students, parents, and director.
- \* To develop a systematic approach to the teaching and organization of the high school instrumental program.
- \* To help avoid costly delays, loss of time, and misunderstandings due to a lack of awareness of policy and procedures.

*"Music is your own experience, your own thoughts, your wisdom. If you don't live it, it won't come out of your horn. They teach you there's a boundary line to music. But, man, there's no boundary line to art."*  
-Charlie Parker

## Statement of Band Policy

In order to help band members and parents understand their areas of responsibility, a statement of band policy is herein set forth. Becoming familiar with this policy will help each band member make the most of his or her opportunity to become a better person through his or her association with music.

I firmly believe that the student should improve through daily practice. In the band program, I feel that when the student has lost the will to improve himself in order to make a better contribution to his fellow man, he is perhaps wasting the time of the school, his fellow students, and the community by continuing in this program. I am firmly convinced that the happiest student is the one who is improving him/herself through regular habits of practice and daily progress, who has developed a high sense of purpose toward which he or she is willing to work.

I intend to conduct the band program in a manner that will encourage all students to achieve these goals.

Taking private lessons from a specialist is strongly recommended for all students. Doing so will help the student to achieve his or her goals as a musician and will enable him or her to contribute more fully to the Chestatee High School Band program.

In order to have a well-rounded band program, it becomes necessary for all band students to be a part of the marching band as well as the concert band. Therefore, all instrumental students in the marching band must also be enrolled in a scheduled band class for each grading period throughout the school year. Exceptions will be made on occasion based on academic conflicts in scheduling. When this occurs, the director will thoroughly examine each conflict, and allowances may be made for that grading period. When this becomes necessary, students will be required to schedule additional rehearsal times outside the normal school day. It is expected that the students will maintain a continuing musical growth and fulfill their responsibilities to the band throughout this grading period. Approval for this must be requested and granted prior to the last day for scheduling changes.

All students enrolled in a band class must also be a part of the marching band. During football season, those band members who are involved in other school sponsored activities, such as football or varsity cheerleading, are not required to march; therefore, they will not be eligible for the benefits exclusive to the marching band: band letters, jackets, etc.

## Opportunities

**Marching Band:** This is the main performing group for grades 9-12 in the fall of the school year. The marching band will play a halftime show at every home and away football game during the football season, including any post-season games. In addition to this, we will participate in at least one marching band festival or competition.

**Symphonic Band:** The premiere performing group for grades 10-12 in the Spring. The symphonic band will perform concerts, participate in concert band festivals, and perform at graduation.

**Concert Band:** The band that all 9th grade band students will be a part of during the concert season. The Concert Band will perform concerts, participate in concert band festival, and perform at graduation.

**Percussion Ensemble:** All percussionists will have the opportunity to be a part of this exciting group. This ensemble may also have opportunities to perform at various functions, both within and outside the school setting.

**Uniforms:** Students participating in any performance will be representing Chestatee High School. With this in mind, the following guidelines need to be met when dressing for performances.

## **Marching Band:**

- \* Wear your jacket zipped all the way up, or take it completely off.
- \* Never leave your uniform lying around. If it's not on your body, it should be on a hanger.
- \* Have on a band shirt at all times while in uniform.
- \* Wear your band shirt tucked into your pants.
- \* Hats should be carried upright when not being worn. (not like a bucket).
- \* Treat your uniform with pride and respect!

## **Concert Band and Other Ensembles**

- \* Wear the correct uniform for the ensemble with which you are performing.
- \* Have the uniform on when you arrive.
- \* Shirts and pants should be ironed, and shirts should be tucked in.
- \* Don't take the uniform off until after you leave the performance.
- \* Keep shirts tucked in and shoes on for the entirety of the performance.

## **Attendance**

Attendance is required for all rehearsals and performances for the band ensembles at Chestatee High School. One of the primary purposes of the band program is to gain experience through participation in various ensembles. Most of these performances will take place outside the school day and will serve as an extension of bandroom learning.

Dates for public performances will be announced at least two weeks prior to the performance date. On occasion, an ensemble may be asked to participate in a function with less than two week's notice. I apologize in advance for any inconvenience these situations may cause.

An absence from any performance is not favored with the directors of the performing arts at CHS; however, excused absences from performances may be granted at Mr. Merck's discretion. Please call Mr. Merck if an emergency arises. Family trips, jobs, etc. do not justify absences from performances. In the case of an excused absence, the student will not receive a grade for the performance. This will not affect her/his grade either negatively or positively. However, if an absence is unexcused, the student will be given a zero for a performance grade.

In the event that a band member is late, leaves early, or is absent from a rehearsal and does not have a valid excuse (validity to be determined by Mr. Merck,) she/he will be expected to work off the missed practice time. Specific arrangements will be made with the director.

## **Use of School-Owned Instruments**

Students playing an instrument owned by the school at the director's request for the purpose of helping balance the band's instrumentation will not be charged a fee. Those students will, however, be expected to:

- \* Practice regularly
- \* Accept the responsibility for maintaining the instrument in good playing condition (this means that any damage or repair work needed on the instrument while it is signed out to you will be at your expense.)
- \* Be responsible for checking the instrument out and in properly.
- \* In some cases, students may be required to study privately on a regular basis from an approved instructor.

## **Band Members' Responsibilities**

**Students participating in any band event will:**

- \* Be considered on campus and must follow the behavioral guidelines set forth in the CHS student handbook.
- \* Be regular in attendance and account for all absences in writing.
- \* Make a real effort to learn and improve daily.

- \* Become responsible for, and expect to assume the consequences of, their actions.
- \* Be personally clean, neat, and dress appropriately.
- \* Have and show the proper respect for those in authority.
- \* Follow all classroom rules, school regulations, and policies and procedures outlined in the CHS band handbook.
- \* Be honest and fair in dealing with others.
- \* Cooperate with fellow members and share with them the responsibilities and privileges that are a part of the band program. Included responsibilities are: helping each other with preparation of performances, breaking down after performances, keeping up with music and materials, keeping band areas clean, assisting officers, etc.
- \* Read and play music with insight and expression.
- \* Improve her/his knowledge and understanding of music theory, harmony, and history, as well as develop good listening skills.
- \* Keep her/his instrument in good playing condition at all times. This includes having all needed materials and equipment.
- \* Keep her/his band uniform clean and in good repair.
- \* Take full responsibility for any school instrument assigned to her/him.
- \* Take full responsibility for her/his own instrument. The school accepts NO responsibility for individually owned instruments stored at the school.
- \* Do her/his part in all projects undertaken by the band for fundraising purposes.

## **Financial Responsibilities**

Students are required to pay a participation fee in order to be in the Chestatee High School Band. Details are outlined in the student contract.

We will be doing fundraisers to cover the cost of trips. Any student who does not raise enough money to cover trip expenses will be expected to pay the balance.

## **The Rules**

- \* Enter the bandroom quickly and quietly.
  - \* Warm up your instrument and tune softly before each rehearsal.
  - \* Constantly assume the position and attitude of attention during each rehearsal and performance, and any other time the conductor's podium is occupied.
  - \* Use your eyes to see the music and conductor, your ears to hear the music and the teaching, and your mouth only to play your instrument; make all necessary movements subtle.
  - \* Do not play your instrument any place in the school building or on the school grounds outside the music rooms unless specifically directed to do so by Mr. Merck.
  - \* No gum or food while playing your instrument.
  - \* Be loyal, honest, courteous and sportsperson like in all dealings with the CHS band, its members, and the members of other bands.
  - \* Conduct yourself so as to show pride in and reflect credit to our school and our band.
  - \* Help others become better musicians by encouraging and supporting them.
- ( **HAVE FUN!!!**

## **Alcohol, Tobacco, and Drug Policy**

While on the bus, in uniform, or representing the band in any way, there will be NO use or possession of alcoholic beverages, tobacco products, or non-prescription drugs (as per the Georgia Law). If a band member is determined to be in violation of this prior to, during, or after

any school activity, he or she will be considered in violation of this policy as well. Also, students will be subject to disciplinary action by the school administration as outlined in the CHS discipline procedures. Violation of this policy will result in expulsion from the band, and legal action may be required as stated in Georgia Law.

## **Classroom Grading Procedure**

Band grades will be based on individual knowledge and performance through assigned materials relating to the instruction and performance of instrumental music. Assignments will be made based on the class's level of proficiency and individual needs.

The majority of tests will be performance tests. Major tests will be assigned several days in advance, and the students will have ample opportunities to prepare for these examinations. Other areas graded include, but may not be limited to, the following: concert attendance, performance tests, rehearsal attendance and preparation, journal entries, other written assignments, and written tests.

Good use of practice time will help a band member's grade. Parents are encouraged to consult Mr. Merck at any time in regard to their student's grade and progress in band. Close contact between students, parents and the director will benefit all parties involved by increasing understanding and working toward solving any problems. Students whose parents show concern and support invariably show higher levels of achievement.

## **Chair placement**

Chair placement within each section will initially be determined by a playing test. All students will be graded by the same standards, and their placement will be based on the grade they earn on the playing test.

Mr. Merck reserves the right to change chair order for reasons such as student attitudes or misconduct.

## **Challenging**

Any member of the band who desires to move up in his/her section of the band after the fall auditions may do so by challenging the person who sits immediately ahead of him/her.

Challenge times will be set up with the band director. The challenge result is in immediate effect unless done within four weeks prior to a major performance. In this event, the challenge result will take effect immediately after the performance.

No one may challenge more than once on the same piece of music. If you challenge and lose, you must wait at least two weeks before challenging the same person again. If you win a challenge, no one may challenge you for one full week.

The person being challenged must accept the challenge when it is presented to her/him. If this person does not accept the challenge or fails to show up at the time scheduled for the challenge, she/he will forfeit her/his chair to the challenger.

## **Concert Etiquette**

An important part of being a musician is not only knowing how to perform but also knowing how to receive a performance from others.

- \* Everyone should remain seated during performances. If you must leave during a performance, please exit quietly between pieces.
- \* There should be no talking during performances. Talking is extremely distracting to both the performing group and any audience member who may be seated near you.
- \* You should applaud appropriately. Inappropriate noises or shouting is not permissible.

## **Band Officers**

*"True leaders act with courage, stand tall in the face of adversity, and go where few have gone before . . . Because they know that example is the greatest school of humanity."*

All candidates for office must have the approval of the band director before elections are held.

## **Office Descriptions and Officer Responsibilities**

**Captain:** The captain is the highest ranking officer in the band and should be an outstanding member of her/his class. She/he must be an average or better musician and have good attendance and a positive attitude. She/he must also have the ability to work well with others.

### Responsibilities:

- \* Presides at all meetings.
- \* Upholds the highest traditions and spirit of the band.
- \* Holds inspections before marching performances.
- \* Helps maintain discipline in the band room and on the field.
- \* Assists Mr. Merck in organizational and administrative tasks.
- \* Verifies that other officers are meeting their responsibilities.

**Co-Captain:** The Co-Captain is the second highest ranking officer of the band. The requirements for Co-Captain are the same as for Captain.

### Responsibilities:

- \* Presides at band meetings in the absence of the Captain.
- \* Is in charge of band spirit and morale.
- \* Serves as committee chairman for special purposes appointed by the band Captain.
- \* Assists Mr. Merck in organizational and administrative tasks.
- \* Is in charge of band area and those students who have been assigned to missed the 3rd quarter break at games.
- \* Reserves seats for and greets the visiting band.

**Drum Major:** The Drum Major is not an elected officer. She/he must go through an audition each school year. She/he is the highest-ranking officer of the Marching Band.

Responsibilities:

- \* Acts as field leader of the Marching Band.
- \* Is an instructor of basic marching fundamentals.
- \* Assists in maintaining good discipline in the band.
- \* Assists Mr. Merck in organizational and administrative tasks.
- \* Disseminates information among squad/section leaders. Works closely with the band Captain and Co-Captain, cooperating with them concerning responsibilities that overlap.

**Secretary/Treasurer/Chaplain:** The requirements for this office are the same as those for Captain and Co-Captain.

Responsibilities:

- \* Helps with record keeping.
- \* Handles some band correspondence.
- \* Sends thank-you notes to chaperones and others.
- \* Sends sympathy cards, get well cards, and flowers.
- \* Records the minutes of all band meetings.
- \* Keeps challenge contracts current and on file in the Directors' office.
- \* Is available to assist in the band office by fulfilling these responsibilities before and after rehearsals and performances.

**Librarian:** Should have good attendance and a positive attitude. Must be willing to put in extra time and have the ability to work well with others. Helpers will be selected to assist in different areas as needed.

### Responsibilities:

- \* Helps with issuing and collecting music.
- \* Handles record keeping that deals with the music library.
- \* Sees that all music is filed in good order.
- \* Helps in the band room prior to performances.

**Section Leaders:** Should be an outstanding member of his/her section, have good attendance and a positive attitude. Should have the ability to work well with others.

### Responsibilities:

- \* Responsible for their particular section during concert and marching seasons.
- \* Help individuals with their parts.
- \* Check off parts for their section during concert and marching seasons.
- \* In the stands: responsible for students sitting in assigned areas.

## **Awards**

Band awards will be given each spring at the end of the school year. To be eligible to receive an award, the band member must have met the criterion for that particular award.

**Fall Band Banquet:** Commitment...Teamwork...Pride Awards will be given to one male and female for each grade level.

**John Philip Sousa:** Given to one Senior. Considered by Mr. Merck to have made the greatest contribution to the Chestatee High School Band.

**Most Improved:** One person from the concert/symphonic band, selected by Mr. Merck.

**Director's Award (Rookie of the Year):** Given to one first year high school band member selected by Mr. Merck. Must have band grades of A and B, have exemplary behavior and attitude, and exhibit outstanding musicianship.

# **Band Trips**

## **Regarding Chaperones:**

Our chaperones have volunteered to take on a great responsibility and are volunteering their time and energy to make band trips possible. Please show your appreciation and respect by following all instructions given by them as if they were coming directly from Mr. Merck.

## **Busses:**

\* A sign-up sheet will be posted when trips are planned. Students may choose their buses as long as their behavior is reasonable. Upper classmen will have priority.

\* Adult chaperones will be on each bus, and no changes in bus seating will be allowed after the sign-up sheets are completed.

\* Busses are to be treated with care. All trash is to be placed in the trash can. Keep the bus clean!! No food or drink will be taken on the buss except on special occasions. The clean-up crew will rotate. A schedule will be posted.

\* Private cars will not be used! All members of the band are Expected to use the buses provided. Any exception must be pre-approved by Mr. Merck.

\* When the need arises, students who do not have other responsibilities may return from the band trip other than by bus if the following procedures are adhered to:

+ If students are to return home in a manner other than on the bus, a written notice must be given to Mr. Merck 24 hours prior to departure time. The note should include identification of parties responsible for the student and the phone number of a parent or guardian with written permission for phone confirmation. Unusual circumstances may develop that make it necessary for Mr. Merck to use his authority to disregard the written permission and require that the student return with the band.

+ A parent can request permission for his/her child to ride back with him/her at any time after a performance should an emergency or unforeseen circumstances arise.

+ After a performance, students must check out with Mr. Merck before leaving. The person picking them up should be present at the time.

## **Other Guidelines and Information:**

- \* Be early! **ON TIME IS LATE!!!**
- \* Special care should be taken to see that all personal and school property is properly cared for:
  - + Pack instruments for travel carefully. Instruments in cases aren't damage proof!
  - + Hang uniforms neatly on sturdy hangers or in garment bags when not in use.
  - + Place an identification tag on all school and personal items.
- \* Students will be given as much free time as is consistent with the educational intent of the trip. Students must return at the appointed time. No one is to leave the group formation for any reason until properly dismissed by Mr. Merck
- \* Only exemplary conduct is acceptable from CHS band members. Members should represent our school well by being on their best behavior on all band trips.

## **Marching Season**

### **General Information:**

All students must have band contracts and medical authorization forms with all necessary information on file before the beginning of marching season.

All members of the marching band are expected to be present at all rehearsals and performances. See the attendance policy for more information.

Upon arrival to the band room before each game, students should check to make sure they have all necessary items, locate a seat on the proper bus, load their equipment, and report back to the band room for last minute instructions.

All instrumentalists are required to wear band trousers and band

t-shirts while on the bus. In case of bad weather, students should be equipped with rain gear. Students should take preliminary precautions for cold weather (thermal underwear, tights, etc.) in an attempt to avoid covering their uniforms with jackets or coats.

After arriving at a game, the property crew will exit the bus and unload the truck. Students will exit the bus in full uniform, report to their section leaders, and line up to file into the stadium. Students are expected to carry their own belongings.

Band officers and the drum major will help in the seating of the band prior to the game. Everyone is to remain in his or her section and follow the instructions of those in charge. Precautions need to be taken to see that instruments are taken care of. Section leaders should appoint someone to handle the placement of instrument cases. The band will be seated in a block. No one who is not a member of the band will be allowed in the band section. Chaperones will be near the band section in case they are needed.

Unless otherwise directed, the band will break for the 3rd quarter. This is the only time that the consumption of food and drink will be allowed at the game. All students are to be back in their seats and ready to play when the buzzer sounds at the end of the 3rd quarter.

Students who are late reporting to the band room prior to departure, or who were late returning from the previous 3rd quarter break will not be allowed a 3rd quarter break. Students who miss the 3rd quarter break are not allowed to eat or drink (with the exception of water) until after the game.

After the game, when possible, the band will march back to the busses. Otherwise, they will file back in an orderly fashion and remain in this formation until instructions to load are given by the drum major. All percussion and low brass should assist in the loading of equipment at this time.

If a student wishes to return home after a game with his/her family: he/she must present a written statement to Mr. Merck at least twenty-four hours before departure. These students are required to check out with Mr. Merck before leaving. The person with whom they are riding should meet the student at the busses. Failure to comply with these regulations will result in the student losing the privilege of riding with his/her family in the future.

## **Checking Off:**

Section leaders will hear each student in their squads weekly for the purpose of helping checking off music. The section leaders and persons in the squad will arrange times for this. One day a week, after school, is recommended. Mr. Merck will check off all section leaders. Section leaders who do not pass off cannot listen to people for the purpose of checking them off. A time prior to check-offs for the section will be set for the section leaders to check off.

## **Conduct in the Stands**

- \* Upon filing into the stands, all band members will stand at attention until the Drum major gives the "at ease" command.
- \* Stay in your sections, seated in order of chair placement.
- \* You are a member of the band. Do not do things that bring attention to you as an individual.
- \* There are to be no visitors in the band set.
- \* Play only as directed by the Drum Major or the Director.
- \* Be attentive, and follow all instructions of the Drum Major and Mr. Merck.
- \* No bad sounds, ever, from your instrument!
- \* No food or drink, with the exception of water, in the stands.
- \* Play only your written part.
- \* Playing in the stands is considered part of the performance. Everyone is expected to play and participate fully.

## **Band Chaperones' Duties and Responsibilities**

### **Away Games:**

- \* Report to the chaperone chairperson in the band room 30 minutes prior to the scheduled departure time. You will receive any assignments, updates, or handouts at this time.

- \* Chaperones will be assigned to busses, and a list of students riding each bus will be provided. Students are not permitted to change busses.
- \* A head chaperone will be designated. He or she will be responsible for:
  - + Medical authorizations and insurance information.
  - + First Aid Kit.
- \* Other chaperones will be designated to assist with the following:
  - + Equipment
  - + Concession stand area
  - + Rest room area supervision, if need
  - + All chaperones will be responsible for supervising band students and assisting the band whenever possible. They will be expected to stay in the band area at all times, unless other arrangements are made.
- \* On the bus:
  - + Chaperones are requested to sit throughout the bus.
  - + Standard safety procedures are in effect while buses are in motion:
    - > No body parts outside the bus.
    - > No changing of seats or moving around while the bus is in motion.
    - > No throwing objects within or out of the bus.
    - > No shouting or other disruptive behavior.
    - > Radio Policy: Radios and cassette/CD players may be used with headsets only.
  - + Keep food and drink off the bus. If a student has food or drink, confiscate it, and throw it away. Mr. Merck may make exceptions on occasion.
  - + Bus drivers are not responsible for supervising students.
- \* At the stadium:
  - + Stay with the band
  - + Help unload equipment, and assist the band in getting into the stands.
  - + Students will be expected to carry all personal belongings in a backpack so that chaperones will not be involved.
  - + Sit with the band, around its perimeters.
  - + Help carry equipment onto and off of the field for the half-time performance.

- + While the band is on the field at half time or away from the stands during the third quarter break, some chaperones should remain in the stands to watch belongings, instruments, etc.
  
- \* Third quarter break:
  - + There will be assignments for:
    - > Remaining in the stands to watch personal belongings, instruments, etc.
    - > Being near concession stands.
    - > Being near the rest rooms and assisting the Auxiliary members with changing.
  
- \* After the game:
  - + Help with the reloading of equipment.
  - + Stopping to eat: Some chaperones should eat first and then return to the buses. Others will eat last and supervise the last of the students.
  
- \* Back Home:
  - + Chaperones should supervise the students cleaning up their buses before leaving.
  - + Assist in the unloading of equipment and instruments.
  - + Some chaperones may need to stay at the band room until all students have been picked up.
  - + Parents are expected to be available soon after the band's arrival. An estimated arrival time is always given, and emergency delays will be telephoned to each parent. All students should be picked up no later than 30 minutes after arrival. Any longer than this is discourteous to the chaperones who have to remain until all students have left. Any exception to this policy will be announced before the trip.
  - + Any student not picked up an hour after arrival will be taken to the police station.

## **Home Games**

- \* Chaperones will be designated to be in charge of the first aid kit and medical forms.
  
- \* Chaperones will be expected to police the band section before the game:
  - + Check for broken glass, etc.
  - + Sweep the area, if needed.

- \* Chaperones should stay around the band area.
- \* While the band is away from the band section (before the game, half time, third quarter break), some chaperones should remain in the stands and watch belongings, instruments, etc.

## Field Rules

- \* Do not move or talk while standing at attention. You are to be at attention unless otherwise notified.
- \* Do not sit down when at ease unless told to do so.
- \* Do not be disrespectful to the Drum Major.
- \* Do not talk while Mr. Merck or the Drum Major is talking.
- \* Make sure all needed materials are present at the beginning of Rehearsal.

## Inspection

Mr. Merck will inspect the officers who will, in turn, inspect the ranks and report to the secretary

### Requirements to Pass Inspection:

- \* Band
  - + Black socks.
  - + Clean, non wrinkled uniform with no missing pieces.
  - + Clean shoes (must be band shoes unless approved by Mr. Merck).
  - + Clean hat tops and jacket sash.
  - + Must be able to identify hat and jacket numbers.
  - + Clean band t-shirt.
  - + Hair must be worn in such a manner as to not touch the collar of the uniform with the hat on. Any item used in the hair must be black or match the hair color.
  - + Instruments must be clean, functional and in good playing condition.
  - + Students who are late to inspection should be inspected by the appropriate person ASAP after their arrival. It is the student's responsibility to see to this.
  - + No jewelry, including piercings.
  - + No nail polish.

- \* Auxiliary
  - + Clean uniform.
  - + Appropriate socks or hose.
  - + Appropriate shoes.
  - + Hair must be away from the face and up on the sides. Any item used in the hair must be black or match hair color.
  - + Equipment must be clean and in performance condition.
  - + No fingernail polish.
  - + No visible jewelry, including piercings.
  
- \* Feature Twirlers/Majorettes
  - + Clean uniform.
  - + Neutral colored hose.
  - + Appropriate shoes.
  - + Hair must be away from the face and up on the sides. Any item used in the hair must be black or match hair color.
  - + Equipment must be clean and in performance condition.
  - + No fingernail polish.
  - + No visible jewelry, including piercings.

### **Penalties for Uniform Irresponsibility**

- \* If a student lacks any part of his or her uniform or equipment at the time of inspection, the first offense will result in the loss of his or her 3rd quarter break. After the second offense, the student will be suspended from one half time performance. If a student needs any part of the uniform, he or she should see the band manager at least thirty minutes prior to inspection. Gloves may be bought, and hats, coats, etc. may be borrowed. Uniform parts must be purchased and/or borrowed prior to inspection; otherwise, the student's 3rd quarter break will still be lost.
  
- \* If a student is improperly dressed while required to be in full or partial uniform, he or she will lose his or her letter.
  
- \* If a student leaves any part of his or her uniform or equipment unattended after a game, performance, trip, or other event, she or he will be given one hour of service to the band.
  
- \* You will be expected to pay for the replacement of any lost items.

## Auxiliary

### Purpose

- \* The auxiliary is a vital section of the marching band, which will visually enhance the band's performances.
- \* The auxiliary will be required to perform at all marching band performances unless excused by Mr. Merck.
- \* All Auxiliary members will be students at Chestatee High School.
- \* Officers will be selected based on leadership, ability to accept responsibility, and ability to get along with other members of the group.

### Officers: Descriptions and Responsibilities

**Team Leaders:** Highest ranking officer of the Guard. Should be an outstanding member of her class and passing ALL classes in the current semester. Must be an exemplary member of the guard with at least one year of experience. Must have good attendance, a good attitude, and posses the ability to get along and work well with other.

### Responsibilities:

- \* Be at practice early and start practice on time.
- \* Hold inspections, making sure that all uniforms are in good condition and are worn properly.
- \* Know routines and be able to assist in the instruction of routines and drill.
- \* Show no partiality and help enforce the rules stated in this handbook.
- \* Hold meetings when needed for the distribution of information or for group discussions.
- \* Help to keep discipline at practices.

- \* Work as a positive team member by supporting group decisions and through helping to carry out band policies.

**Team Leaders-** Highest ranking officer of the Guard. Should be an outstanding member of her class and passing ALL classes in the current semester. Must be an exemplary member of the guard with at least one year of experience. Must have good attendance, a good attitude, and posses the ability to get along and work well with other.

- \* Assume responsibilities of the Captain if the Captain is absent.
- \* Help to keep discipline at practices and support the Captain by serving as a positive example to other auxiliary members.
- \* Assume record-keeping responsibilities for the group.
- \* Know routines/drills and assist in cleaning of each.

## **Uniforms**

- \* Uniforms must be kept in good condition at all times.
- \* It will be the responsibility of each member to have her uniform cleaned as needed for the season.
- \* Uniforms are to be worn properly at all times.

## **Equipment**

- \* All equipment (flags, poles, props, etc.) will be provided for auxiliary members.
- \* Auxiliary members will be assigned specific equipment at the beginning of the season. Members are expected to maintain and protect their assigned equipment.
- \* Students may be required to purchase practice materials.

## **Membership**

- \* All members must try out each year.

## **Conduct**

- \* Conduct in the classroom and on campus should set a good example to other students.
- \* Members must make every effort to get along with one another.

- \* Members of the band auxiliary should not be assigned to in-school suspension or suspended from school for any reason.

## **Special Requirements**

- \* Must attend pre-camp, summer rehearsals, and band camp.
- \* Must attend all football games and parades.
- \* Work is not an excuse to miss rehearsals or performances.
- \* Read announcement board daily.
- \* Pass off routines.
- \* Must participate in the stands during games.

## **The No's**

- \* No jewelry while in uniform unless required as part of the uniform.
- \* No gum at practice or performances.
- \* No public display of affection while associated with the band auxiliary.
- \* Bring no problems to practices or performances.
- \* Non-member friends are not to interfere with your duties and responsibilities as a member of the band auxiliary.  
**This includes games and practices!**

**Members of the auxiliary are also members of the band as a working unit and, as such, are required to adhere to all policies set forth in this handbook.**

## **Band/Auxiliary Letters**

In order for a student to earn a band letter, she or he must meet the following requirements:

- \* Be in the marching band.
- \* Attend band camp and all pre-season practices.

- \* Have no more than three excused absences. Additional absences will involve a conference with the parents.
- \* Have no unexcused absences.
- \* Miss no more than one marching performance. This absence must be excused by the director.
- \* Return or replace all music, equipment, etc. in good condition.
- \* Must be put on probation no more than once and must not be put on suspension because of a disciplinary problem.
- \* Successfully pass all inspections.
- \* Have no outstanding financial obligations to the band.
- \* Wear the uniform properly at all times while in public.
- \* Pass at least three classes per term.
- \* Earn a passing grade in band class.
- \* Participate in all fund raising projects.
- \* **Members of the marching bands who cannot complete these requirements due to excusable reasons may be given additional work to do that will allow them to earn a marching band letter. See Mr. Merck to discuss this should the need arise.**

## **Band/Auxiliary Jackets**

In order to earn a band/auxiliary jacket, a student must meet the following requirements.

- \* Be at least a up-coming sophomore in the band.
- \* Earn a letter in marching band for one year.
- \* Have missed no band performances with an unexcused absence.
- \* Students may not receive a band jacket if they have been awarded one from another school activity; however, they may receive band letters, collect patches, etc.

- \* Transfer students from other schools must provide evidence of continuous membership in good standing from other bands. Letters received at a students' former school will be applied towards him or her earning a jacket at Chestatee High School. Transfer students must earn at least one letter from the Chestatee High School Marching Band in order to receive a CHS band jacket.

## **Upperclassman Privileges:**

- \* Seniors will be allowed to sign up for the buses first. Seniors may also sign up an underclassman on their bus provided they sit with him or her on the trip.
- \* Seniors may go to the front of the line for meals at band camp.
- \* Seniors will not be required to wear hats on senior recognition night.
- \* Juniors and seniors who have earned a letter jacket may wear it when the band is not required to be in full uniform.

## **Band Boosters**

All parents are band boosters. All parents of band students are requested to support the band. Hopefully, every parent will do his or her fair share in helping with fund raising, chaperoning, etc. **Please do not wait for a personal invitation to become involved. We need you!** The band booster meetings will be held on the second Thursday of each month. There will be no Booster meetings for the months of December and January.

## **Discipline Policy**

All members of the band, including auxiliary, are subject to this policy.

### **Step One: Probation**

The student will be warned of unacceptable behavior and given a time period during which, should this behavior occur again, the student will be placed on suspension.

**Reasons for probation** include but may not be limited to:

- \* disagreement with other students.
- \* talking back to an authority figure, including band officers, the Drum Major, Mr. Merck, chaperones, or any school faculty.
- \* failure to comply with general instructions given to the band or section as a whole.
- \* negativity towards others or the CHS band program as a whole.

## **Step Two: Suspension**

The student will be dismissed from the band or auxiliary for a time period determined by Mr. Merck.

**Reasons for suspension:**

- \* Breaking probation
- \* Second offense of any disciplinary problem.
- \* Missing a performance without prior permission from Mr. Merck.
- \* Intentional failure to follow the rules and regulations set forth in this handbook.
- \* Extraordinary circumstances deemed appropriate as interpreted by Mr. Merck or Chestatee High School administration.

## **Step Three: Expulsion**

The student will be dismissed from the band on a permanent basis.

**Reasons for expulsion:**

- \* Drinking alcohol, using illegal drugs.
- \* Any act of violence
- \* Extraordinary circumstances deemed appropriate as interpreted by Mr. Merck or Chestatee High School administration.

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