Welcome to Hamilton Southeastern High School Bands!

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Director of Bands
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Band Department Procedures and Handbook
2019—2020
Web Site: www.hsehsbands.com
HSE High School Main Campus
13910 E. 126th Street
Fishers, IN 46037
(317) 594-4190
Introduction & Welcome!

Welcome! You have chosen to be a member of the band program at Hamilton Southeastern High School. We as directors are committed to providing each student with the best possible musical experience and to ensure our time spent in musical activities is musically rewarding, enjoyable, and worthwhile. With all of us working together—students, parents, and teachers—our musical possibilities are limitless!

This handbook is designed with the belief that communication and support are the key to achieving our musical and organizational success and goals. It will provide you with important information about the band program. Inside you will find guidelines for public performances and academic grading policies. Please read this handbook carefully. The guidelines and rules that follow are designed to provide a quality experience for everyone and are necessary to have a successful school year. If necessary, we reserve “Director’s Discretion” to change any part of the handbook, at any time, and students will be notified immediately. Your support of the included policies will result in a positive experience for all involved.

**Students will be responsible for their attendance at all performances.** We will announce upcoming performance dates in class, through email and/or on the band website. Remember that in order to achieve success, we must give our best effort at all times. Each member of the band is a vital working part of the whole, whose talent, dedication and enthusiasm are greatly needed for the continued success of our program. Our combined efforts will contribute to our artistic community and expand our performance venue options.

Please feel free to contact us at any time with questions or concerns. Many problems, questions and concerns can be resolved through effective and timely communication!

Have a great year as we continue to journey together on this year’s music performance path. Best wishes for a terrific and exciting year at HSEHS!

Sincerely,

Mrs. Audrey Torres  
Director of Bands

Mr. Ed Roush  
Associate Director of Bands

Mr. Jake Coon  
Director of Percussion

Web Site: www.hsehsbands.com
Classroom Materials and Performance Attire

Band Classroom Materials — All Students

Instrument in good playing condition (includes sticks/mallets/and practice pad for percussionists)
Several Pencils (Pencil Pouch suggested)
Lined paper for in-class notes
Three-ring ½” Binder with sheet protectors for music (optional)
Classroom Method Book and Warm Ups (provided by school)
Music (provided by school)
Approved Electronic Device for School

Concert Band Attire — Ladies

Ladies’ Attire — All Symphonic Band/Wind Symphony/Wind Ensemble
Ladies Black Dress. Dresses may be purchased through school — (cost approximately $75.00)
Some pre-worn dresses available for purchase. (Check with a Director for availability.)

Ladies’ Attire --- All Concert Band Blue/Concert Band White
Ladies may wear an all-black dress or blouse/shirt/pants with black dress shoes and clear hose.
Outfit must fit school dress code guidelines. In addition, outfit must have sleeves (cannot be sleeveless or strapless) and dress or skirt length must be at least knee length or longer.

Concert Band Attire—Gentlemen

Men’s Attire — All Symphonic Band/Wind Symphony/Wind Ensemble
Tuxedo Pants/Coat/Bow Tie — rental through Band Department— cost $45
Tuxedo Shirt — student purchase (approx. $25)
Black Dress Shoes/Belt/Socks — provided by student

Men’s Attire -- All Concert Band Blue/Concert Band White
Black Tuxedo Shirt purchased through band dept. (approx. $25)
Black Dress pants / dress shoes / belt / socks provided by student

As Needed — Instrument Rental/Repair Cost
All woodwind or brass instrumentalists who use a school instrument need to pay a rental fee. ($150/year instrument rental)
All percussionists will need to pay an instrument and mallet rental fee, as all percussion instruments are provided by the school-specialized mallets will be provided as well. ($150/year instrument rental)
Percussionists will need to purchase their own sticks and certain mallets.

Instrument Storage Locker Padlock Replacement Cost
$8.00

Web Site: www.hsehsbands.com
Course Description, Goals & Expectations

Band Department Philosophy

The Hamilton Southeastern High School Band Program is dedicated to guiding its students to reach their highest possible level of excellence, whether in music or in life.

The philosophy of Hamilton Southeastern High School Band Department, is that the **FINE ARTS** provide young people with authentic learning experiences that engage their minds, hearts, and bodies.

Engagement in the arts nurtures the development of cognitive, social, and personal competencies which are essential for a successful, productive adult life.

**Music** is one of the seven intelligences identified in mind brain research and the only one that utilizes all seven intelligences **simultaneously**. Thus, students who participate in music courses exercise more of their brain on a recurring and frequent basis.

Goals

To enable students to achieve and demonstrate excellence in music performance/knowledge as a result of a balanced music education.

**Students in the band program will:**

Learn correct band pedagogy, technique, and tone production.

Learn to sight read and perform various rhythmic patterns.

Learn to work as a member of a group.

Be exposed to a variety of musical styles, including music from diverse cultures and perform music from different historical periods.

Establish criteria for recognizing characteristic sound and quality literature.

Web Site: www.hsehsbands.com
Expectations

Each student is equally important to the success of the Band Program. By joining the HSE High School Band, you become an important team member! Policy Reminders and consequences (see below) will accompany poor decisions. Therefore, all musicians in this group are asked to abide by the following guidelines.

- Respect people and their property— if it is not your please do not touch it!
- Cooperate with teachers, section leaders and guests
- Come to class with all required materials.
- **NO** food or drinks (water ONLY with director permission)
- **ELECTRONIC DEVICES are allowed during rehearsal, but only for educational purposes, such as utilizing a tuner, metronome, recorder, etc. Students are NOT to be texting or using cell phones for any non-educational purpose. This policy will be strictly enforced during school hours as well as extra-curricular (after-school hours) rehearsals.
- Arrive to class on time—Check the board for the day’s plan and prepare all necessary equipment (percussion instruments, mutes, etc.) within the 2-minute time allotted. Be in seats prepared to play 2 minutes after the tardy bell. Percussionists are to set up their instruments during that same 2-minute period. School tardy policies will be followed for all classes, rehearsals, and performances.
- Be attentive and quiet during class. Talk/play only when appropriate.
- If you are absent, find out what was rehearsed or discussed and get assignment from another student or director.
- Take notes in your music. Write only in pencil in your music.
- Keep your instrument locked up. HSE is not responsible for any lost or stolen instruments, backpacks, or personal items.
- All equipment and materials have a storage space—use it!

**NOTE**: Any instrument belonging to HSEHS that needs repair should be given to a director immediately as it may take a week or more to have it repaired and ready to play.

**Policy Reminders and Discipline Referrals:**

1st Offense **Warning** – no point deduction from daily class participation.
2nd Offense **Referral** – deduction of points from daily class participation and parent notified.
3rd Offense 1 hr. **Detention** – deduction of points from daily class participation and parent notified.
4th Offense 2 hr. **Detention** – deduction of points from daily class participation and parent conference or discipline referral to administration.

Web Site: www.hsehsbands.com
**Code of Conduct**

Members of the Hamilton Southeastern High School Bands are to set a positive example at all times. As an ambassador, your every action reflects on the program, school and the HSE district as a whole. Being an active member of the music department affords opportunities that other students do not receive. As a result, your level of citizenship must reflect the fact that you are able to handle those responsibilities.

Respect of other students, parents, staff, guests and school administration is expected of all students at all times. In addition, students are expected to respect and care for school facilities and property. YOU represent HSEHS! Should you have questions at any time on how to behave appropriately, PLEASE ask!

All rules governing the behavior of individuals at HSEHS will be in effect at all rehearsals and performances. Any student found in violation of the rules and regulations outlined in the HSEHS Student Handbook or the HSEHS Band Handbook will be disciplined according to the HSEHS Administrative Policies.

**Transportation**

Transportation to and from all performance and designated activities AWAY from the school will be done with school provided transportation. Students are NOT allowed to drive to any event to which transportation has been provided. However, in special situations, students, parent(s)/guardian(s) may drive or pick up their student(s), provided WRITTEN permission has been received from parents by the director in advance. All students leaving a school-sponsored event with their parent/guardian must have their parent/guardian hand write a note and give it directly to a chaperone BEFORE LEAVING. No student will leave an away event with a parent other than their own unless the student’s parent/guardian and the director have made prior arrangements and written permission has been received. By following this procedure, it allows for the director to account for all students and assure student safety.

**Other Music Activities Outside of School**

Students will, at times, take part in other musical groups such as community plays, youth ensembles etc. While these outside groups are great opportunities, be sure to check that the other group’s rehearsals/performances do not conflict with the rehearsal/performances that we have at HSEHS. Your first commitment is to the groups here at HSEHS!

*Web Site: www.hsehsbands.com*
Classroom Assessments

Grading Components

Your effort, attendance, and progress will determine your band grade. Grades are based on daily participation, bringing necessary materials, performance evaluations, scheduled outside rehearsals, playing tests, and concert participation. It is strongly believed that our performances are major exams, and our major exams are the time to exhibit your best work. Therefore, performances are a significant part of the grade. The grade will consist of these categories and percentages:

- Performances: 40%
- Playing Tests: 35%
- Rehearsals and Daily Participation: 15%
- Assignments/Quizzes: 10%

Points to be deducted from “Class Participation” Maximum point total

From Policy Reminders and Discipline Referrals:

- 1st Offense Warning – No point deduction from daily class participation.
- 2nd Offense Referral – Deduction 2 points from daily class participation. Parent notified.
- 3rd Offense 1 hr. Detention – Deduction 3 points from daily class participation. Parent notified.
- 4th Offense 2 hr. Detention— Deduction 5 points from daily class participation. Parent conference.

Grading Scale

The school grading scale will be used. All grades will be calculated using percentages. The semester and yearly grade is calculated according to school policy.

The listed components of the student’s grade will be entered into SKYWARD.

Web Site: www.hsehsbands.com
Practice Tips and Information

Daily practice is the key to being successful on any instrument! Students are expected to practice fundamentals and class music at home, especially when the Director has recognized a certain part of the music as a problem. Most of the problem areas in the music can be corrected with 15—20 minutes of isolated practice on the problem areas. Ideally, 30—45 minutes minimum would be best for practice time! Here are some helpful tips:

- Use a warm-up routine that includes—long tones, articulation exercises, and range flexibility excerpts
- Set up goal(s) that you want to accomplish during the allotted time
- Use a metronome
- ALWAYS slow the music down and practice it slowly until all errors are corrected.
- Find a quiet place to practice.
- DO NOT practice the entire piece from top to bottom—work only the problem measure(s).
- Practicing every day does allow you to build up muscle strength and better coordination.
- Work with another band member!

Private Lessons
It is strongly encouraged for all students to take private lessons if you don’t already have a private teacher. Please see the Band Department website for a list of names and contact information, or ask a Director.

Web Site: www.hsehsbands.com
**Performance/Rehearsal Attendance Policy**

**Attendance at scheduled performances and rehearsals is expected and required.** All performances are scheduled well in advance. It is the student’s responsibility to make sure he/she reports at the call time for the performance – which is usually 30 minutes prior to the start of the event.

Every student is a member of our team. The experience of the performance happens only once so it is important for the whole band to be present.

Students are expected to stay at the conclusion of the performance and assist with putting away equipment. Those leaving without helping will not receive full credit for the performance.

Athletic Conflicts: Please see the performing arts and athletic agreement contained within this handbook

- Excused Absences:
  - Personal illness with a doctor or parent note (to be turned in the first day the student is back in attendance)
  - Death in the family
  - Religious observance
  - Extreme emergencies at the discretion of the director
  - Excused rehearsals can be fully made up by completing an assignment assigned by the director.

- Unexcused Absences
  - Anything not covered above will be considered unexcused (this includes work/job conflict)
  - *Unexcused rehearsals* can be partially made up by completing an assignment assigned by the director.
  - Because of the nature of the performing arts, *unexcused performances* cannot be made up by completing any assignments.

Please communicate with your directors!

*Web Site: www.hsehsbands.co*
HSEHS Band Program Philosophy

The Hamilton Southeastern High School Band Program is dedicated to guiding its students to reach their highest possible level of excellence. The ultimate goal is to instill a life-long appreciation and love for music.

The Concert Bands are the foundation of the band program at Hamilton Southeastern High School. Our fundamental music philosophy is a core value taught throughout all of the music ensembles in the HSE Band Program.

Although performance is a major goal for these courses, it is not the only one. It is our belief that "the process is just as important as the product." Most musical concepts are taught through the rehearsal of quality literature for performance. There are standards, however, that are not met through performance. Student objectives include listening to, discussing, and writing about music as well as acquiring a basic knowledge of music history and theory.

All students are encouraged to participate in as many musical opportunities as possible. **Private lessons** are strongly recommended for all Hamilton Southeastern band students. If a student is interested in continuing with music beyond high school, private lessons and involvement in multiple musical opportunities are essential for success.

The administration, faculty and staff of Hamilton Southeastern High School applaud and appreciate your interest in the Band Program, and will continue to strive for a renewed excellence each and every year.

Thank you!
**Extra-Curricular Performing Groups**

**Royal Command and Color Guard Marching Band** (9-12) The largest of the extra-curricular ensembles. The “RCG” rehearses some during the Summer months, as well as after school 3 times per week in the Fall. The Marching Band competes on Saturdays and performs for all home varsity football games. (2 ec points)

**Pep Band** (9-12) Band Members are encouraged to join the PEP BAND, which performs at varsity basketball games. (1 ec point)

**Jazz Ensembles** (9-12) Membership is determined by audition. The ensemble may travel and participate in several festivals in January through March. (1 ec point)

**Musical Orchestra** (9-12) This group performs for the yearly musical each Winter/Spring. Auditions and instrumentation determine the membership. (1 ec point)

**Winter Percussion** (9-12) For all interested percussionists. This group rehearses and performs during the months of November through April in their own competition season and participates in IPA (Indiana Percussion Association) and WGI (Winter Guard International.) (2 ec points)

**Winter Color Guard** (9-12) Membership is determined by audition. The Winter Guard competes during the months of November - April in the Indiana High School Color Guard Association and WGI (Winter Guard International.) (2 ec points)

**ISSMA Solo and Ensemble** (9-12) Any band student who performs a solo or as a member of an ensemble in the ISSMA solo and ensemble festival. (1 ec point)

*Web Site: www.hsehsbands.com*
Performance Admission Costs

Concerts held at HSEHS have an admission cost. Band Concert Admission prices are as follows:

- Adult — $5.00
- Student/Senior Citizen — $3.00
- Under 5 — free
- HSE employee (with Faculty/Staff ID) and guest — free

2019-2020 SAT/ACT Testing Dates (all Saturdays)

<table>
<thead>
<tr>
<th>Date</th>
<th>SAT Testing Date (RCG Conflict)</th>
<th>ACT Testing Date (RCG Conflict)</th>
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<tbody>
<tr>
<td>Aug. 24, 2019</td>
<td>SAT Testing Date (RCG Conflict)</td>
<td>ACT Testing Date (RCG Conflict)</td>
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<td>Sept. 14, 2019</td>
<td>SAT Testing Date (RCG Conflict)</td>
<td>ACT Testing Date (RCG Conflict)</td>
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<td>Oct. 5, 2019</td>
<td>SAT Testing Date (RCG Conflict)</td>
<td>ACT Testing Date (RCG Conflict)</td>
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<td>Oct. 26, 2019</td>
<td>SAT Testing Date (RCG Conflict)</td>
<td>ACT Testing Date (RCG Conflict)</td>
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<td>Nov. 2, 2019</td>
<td>SAT Testing Date (RCG Conflict)</td>
<td>ACT Testing Date (RCG Conflict)</td>
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<td>Dec. 7, 2019</td>
<td>SAT Testing Date</td>
<td>ACT Testing Date</td>
</tr>
<tr>
<td>Dec. 14, 2019</td>
<td>SAT Testing Date</td>
<td>ACT Testing Date</td>
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<tr>
<td>Feb. 8, 2020</td>
<td>ACT Testing Date (WG, WP Conflict)</td>
<td>ACT Testing Date (WG, WP Conflict)</td>
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<tr>
<td>Mar. 14, 2020</td>
<td>SAT Testing Date (WG, WP Conflict)</td>
<td>ACT Testing Date (WG, WP Conflict)</td>
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<tr>
<td>Apr. 4, 2020</td>
<td>ACT Testing Date (WGI conflict)</td>
<td>SAT Test Date (WE State Quals Conflict)</td>
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<tr>
<td>May 2, 2020</td>
<td>SAT Test Date (WE State Quals Conflict)</td>
<td>SAT Testing Date</td>
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<tr>
<td>June 6, 2020</td>
<td>SAT Testing Date</td>
<td>ACT Testing Date</td>
</tr>
<tr>
<td>June 13, 2020</td>
<td>ACT Testing Date</td>
<td>ACT Testing Date</td>
</tr>
<tr>
<td>July 18, 2020</td>
<td>ACT Testing Date</td>
<td>ACT Testing Date</td>
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</tbody>
</table>

Visit the College Board Website for location and registration details:

http://sat.collegeboard.com/register/sat-dates

https://www.act.org/

PLEASE PLAN AHEAD!!
Engagement in the Fine Arts programs nurtures the creative spirit and develops the cognitive, social, and personal competencies which are essential for a successful and productive adult life.

**Music is Mathematical.** It is rhythmically based on the sub divisions of time into fractions, which must be done instantaneously, not worked out on paper.

**Music is a Foreign Language.** Most of the terms are in Italian, German or French; and the notation is certainly not English, but a highly developed kind of shorthand that uses symbols to represent ideas. The semantics of music is the most complete and universal language.

Music education opens doors that help children pass from school into the world around them - a world of work, culture, intellectual activity, and human involvement. The future of our nation depends on providing our children with a complete education that includes music.” - Gerald Ford, former President, United States of America

**Music is a Science.** It is exact, specific, and it demands exact acoustics. A conductor’s full score is a chart, a graph which indicates frequencies, intensities, volume changes, melody, and harmony all at once and with the most exact control of time.

**Promote Respect**

**Foster Pride**

**Inspire Excellence**

**Band Department Letter/Bars**

Band Varsity Letter – Given to all band members in the Spring that have completed two years of HS (9-12) band, as well as accumulated 6 extra-curricular activity points

Guard Varsity Letter – Given to all guard members in the Spring that have accumulated 6 points of extra-curricular Color Guard Membership

Honor Bar – Each Honor bar is awarded in the Spring for an additional 4 extra-curricular points

**Extra-Curricular Points**

- Marching Band 2pts
- Fall Color Guard 2pts
- Winter Guard 2pts
- Winter Percussion 2pts
- Jazz Band 1pt
- Musical Orch. 1pt
- Solo/Ens 1pt
- Pep Band 1pt
- Full Orchestra 1pt
## HSE Band Calendar 2019-2020

<table>
<thead>
<tr>
<th>Who</th>
<th>Day</th>
<th>Date</th>
<th>Event</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>ALL BANDS</td>
<td>Thursday</td>
<td>10/10</td>
<td>Fall Band Concert</td>
<td>6:30 pm</td>
<td>HSE Little Theater</td>
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<tr>
<td>Percussion</td>
<td>Wednesday</td>
<td>11/20</td>
<td>Percussion Concert</td>
<td>7pm</td>
<td>HSE Leonard Aud.</td>
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<tr>
<td>SB, CB</td>
<td>Wednesday</td>
<td>12/11</td>
<td>Band Holiday Concert</td>
<td>7pm</td>
<td>HSE Leonard Aud.</td>
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<tr>
<td>WE, WS</td>
<td>Thursday</td>
<td>12/12</td>
<td>Sounds of the Season</td>
<td>7pm</td>
<td>HSE Leonard Aud.</td>
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<tr>
<td>ALL BANDS</td>
<td>Tuesday</td>
<td>1/28</td>
<td>Band Chamber Concert</td>
<td>6pm</td>
<td>HSE</td>
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<tr>
<td>ALL BANDS</td>
<td>Saturday</td>
<td>2/01</td>
<td>ISSMA Solo &amp; Ensemble Contest</td>
<td>TBD</td>
<td>Noblesville HS</td>
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<tr>
<td>Jazz Bands</td>
<td>Thursday</td>
<td>2/13</td>
<td>Jazz Band Concert</td>
<td>7pm</td>
<td>HSE Little Theater</td>
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<tr>
<td>ALL BANDS</td>
<td>Saturday</td>
<td>2/22</td>
<td>IHSCGA Contest</td>
<td>All day</td>
<td>HSE</td>
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<tr>
<td>Qualifying ensembles</td>
<td>Saturday</td>
<td>2/29</td>
<td>ISSMA State Solo &amp; Ensemble Contest</td>
<td>TBD</td>
<td>North Central HS</td>
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<tr>
<td>CB, SB, WS</td>
<td>Wednesday</td>
<td>4/01</td>
<td>ISSMA Preview Concert</td>
<td>7pm</td>
<td>HSE Leonard Aud.</td>
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<tr>
<td>WE</td>
<td>Wednesday</td>
<td>4/22</td>
<td>ISSMA Preview Concert</td>
<td>7pm</td>
<td>HSE Leonard Aud.</td>
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<tr>
<td>CB, SB, WS</td>
<td>Friday/Saturday</td>
<td>4/24-4/25</td>
<td>ISSMA Organizational Contest</td>
<td>TBD</td>
<td>HSE</td>
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<td>WE</td>
<td>Friday/Saturday</td>
<td>5/01-5/02</td>
<td>ISSMA State Qualifications</td>
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<td>WE</td>
<td>Saturday</td>
<td>5/09</td>
<td>ISSMA State Finals</td>
<td>TBD</td>
<td>TBD</td>
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<tr>
<td>ALL BANDS</td>
<td>Tuesday</td>
<td>5/12</td>
<td>Spring Band Concert</td>
<td>7pm</td>
<td>HSE Leonard Aud.</td>
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<tr>
<td>Percussion</td>
<td>Thursday</td>
<td>5/14</td>
<td>Percussion Concert</td>
<td>7pm</td>
<td>HSE Leonard Aud.</td>
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I have read the Band Handbook for 2019—20 school year. I understand the policies, calendars, and fees.

Print Student Name: ________________________

Band Class Period: ______

Parent Signature: ________________________

Print Parent Name: ________________________

Date: ___________________________

Please return this form to the Band Office!!!