



LAKOTA EAST
• BANDS •

2016 Marching Band Handbook

The Tradition Continues

www.lakotaeastbands.org

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Welcome & Introduction

Welcome! You are now a member of the Lakota East High School Marching Thunderhawks! We have had an outstanding tradition of excellence for many years. We plan to continue that tradition as we enter the 2016 season!

It takes a strong commitment from all members to maintain this status. A big responsibility rests upon your shoulders; it takes the hard work and dedication of every single member to continue this standard of excellence, but the reward and sense of accomplishment are second to none! Prepare yourself, both mentally and physically, for hours of hard work and good times! The memories of this experience will last you a lifetime!

This handbook explains the policies of the Lakota East Marching Thunderhawks. You will benefit from understanding the entire organization and your role in it. The Band family consists of roughly 200 students with diverse personalities and talents. You are now a member of this outstanding organization! This handbook provides important information to help you understand how the band functions. Please read this with your parents. If you have questions, ask your Section Leader, Drum Majors, Directors, or parent volunteers.

Let's do this! GO HAWKS GO!

Policies

Attendance Policy

- All rehearsals and performances are mandatory.
- Attendance will be taken at all rehearsals and performances.
- Students will be required to "SCAN IN" with their student ID at all Marching Band Functions
- All anticipated absences must be entered in the "Google Attendance Form" on the band's website.
- Following an unexpected absence, a parent should email a note of explanation to Mr. Engel as soon as possible to kevin.engel@lakotaonline.com. Students must speak with Mr. Engel before they can resume activities.
- Students who are tardy to any scheduled event will need to present Mr. Engel with an explanation/excuse before joining activities.
- Leaving a rehearsal early is not permitted. Infractions will be handled in the same manner as absences and tardies.
- All working students should provide their employers with the summer and fall marching band schedules to avoid conflicts. Work is NOT considered an excused absence.
- Conflicts with other school organizations *may* be taken into consideration provided:
 - The student submits the absence on the attendance form on the website.
 - The student is in good standing according to the rules & regulations of the band.
- **Unexcused absence(s) from rehearsal(s) or performance(s) may result in the loss of position, suspension from upcoming performances, and/or expulsion from the group.**
- The consequences of unexcused absence(s) is at the sole discretion of the band directors.

Examples of Unexcused Absences:

- Work
- Doctor's Appointment
- Attended school but not marching band
- Driving School
- Too much homework

Examples Excused Absences:

- Excused absence from school (illness)
- Family Emergency

Music & Visual

Two pages have been created on the band website for students to access music and drill throughout the season. Both are password protected.

- The password for the Music page is: music
- The password for the Visual page is: drill

Reserve Marcher Policy**What is a reserve marcher?**

As with most competitive, large, high school marching bands, the Lakota East Marching Band has a reserve marcher policy. In order to design musical and visual effects, a competitive marching show is written for a specific number of marchers. A modern competitive show is typically written with fewer positions than there are members in the marching band. A reserve marcher is a student who has not been assigned to a specific position in the competitive marching show. In some ways, a reserve marcher is analogous to that of a 2nd string player in competitive sports in that the reserve marcher is in good standing and ready to perform when called upon.

Specifically, the reserve marcher will:

- Learn all fundamentals
- Memorize all music
- Learn a position in the show ("shadow" a competitive marcher)
- Assist with props for performances
- Be ready to take another marcher's position
- Be involved in all trip, football games, pre-game, parades, & special performances

In short, a reserve marcher does everything that a competitive marcher does except march 100% of the time in the competitive show.

Who selects a competitive marcher versus a reserve marcher?

The staff that is hired by Lakota will consult with Mr. Tanis and offer their recommendations. Mr. Tanis will make all final decisions. Attendance record, music and drill memorization, body coordination, and a healthy cooperative attitude will be among the criteria considered for competitive marcher status.

Why do we have reserve marchers?

There are two reasons for creating reserve marchers.

1. The show is written for a specific number of students. In order to commission music and drill, an estimated number of students in each section must be submitted months in advance. Failure to do so would significantly delay us receiving the drill and music. That delay means we are not able to teach at our pace and potentially could put our students at a competitive disadvantage.
2. We have occasionally experienced attendance difficulties, lack of music or drill memorization, and work ethic issues that make it impossible for the band as a whole to remain competitive. When one person is missing from the field or out of position, it impacts the entire group. It is vital that all marchers on the field be well prepared to march and perform as a cohesive unit. The reserve marcher policy will ensure that every marcher on the field is completely dedicated to the success of the entire band.

What are the minimum criteria for competitive marcher status?

Music

- By Friday of Pre-Camp - Memorization of all Pre-Game Music
- By Friday of Band Camp - Pass **Music Checks with music** (the Entire Competition Show)
- By Thursday of Post-Camp - Pass **Music Checks without music** (the sections of the Competition Show that have been learned with drill)
- Dates after Camps TBA – Pass **Music Checks without music** (the remainder of the Show)

Drill

- Students will perform drill as directed

Attendance

- Students will be in attendance at all rehearsals unless Mr. Engel has excused the absence. Excessive tardiness or missed rehearsals/performances will subject the student to reserve marcher status.

Summary

Students may be moved from reserve status to competitive status or vice versa throughout the season. All students will march in all football games (pre-game & halftime), parades, & special performances. Staff will make every effort to involve all students in some portion of the competitive show.

Special Notes

- A marcher's status will **NOT** be determined on basis of parent involvement or donations.
- A delinquent, required payment may subject a marcher to reserve status.
- A history of on-time full payment **does not guarantee** that a marcher will be given competitive status at any time during the season.
- All part assignments and positions are subject to change for the benefit of the band and the individual.

Code of Conduct

High standards of conduct and citizenship are essential. The welfare of the student is our primary consideration. All band members are expected to abide by the Lakota Board Approved Student Code of Conduct as published on Lakota's website. Please take a moment to review the Board Approved Student Code of Conduct. <http://www.lakotaonline.com/files/filesystem/code%20of%20conduct.pdf>

Students participating in Marching Band must conduct themselves as mature young men and women. Any band member whose conduct could discredit the band and/or school will be subject to disciplinary action as determined by the directors and/or administration. Issues of misconduct, which are not directly stated within this document, will be dealt with on an individual basis.

Discipline

In order to maintain discipline in the Lakota East Marching Band, you must exhibit the following qualities at all times:

- Common sense (think before you act or speak)
- Self-respect
- Respect for peers
- Respect for authority
- If you know or think something is wrong, DON'T DO IT!

If someone becomes a discipline problem, he or she will be removed from the band. You should set the highest standards of behavior, a standard for the rest of the student body to follow.

Consequences

The following offenses can result in a missed performance opportunity:

- Excessive tardiness.
- Missed rehearsals or performances.
- Inappropriate language.
- Insubordination, lack of cooperation with the directors.
- Suspension from school.
- Any other offensive action the directors feel is inappropriate.

The following will lead to serious consequences as outlined in the Lakota East Student Handbook:

- Smoking/possession of cigarettes or other tobacco products during a band function.
- Involvement with any chemical substance at a band function.
- Destruction of school or private property including theft.
- Not obeying the rules set forth by the directors on any trip.
- Physical action against another student or staff member.
- Any other offensive action the directors feel is inappropriate.

Attire

Practice Clothing

- Close-toed athletic shoes. No sandals, dress or street shoes.
- Clothing that will let you move easily for active movement.
- Loose fitting cotton t-shirts or moisture wicking athletic tops
 - Lakota's Dress Code states that shirt & shorts must meet, no skin visible on the abdomen
- Socks with cushions to avoid foot injuries such as blisters.
- Due to the risk of injury, no dangling jewelry (i.e. earrings) will be permitted at any time.
- Hair longer than shoulder length should be pulled back securely.

Show Shirts & Band Shorts

Each student will be provided with a "Show Shirt". Each year a new "Show Shirt" is designed to promote the season's show. Students are expected to wear their "Show Shirt" when we travel. The shirt helps chaperones identify Lakota East students. More importantly, it demonstrates school spirit and pride in the band. Parents and family members will have the opportunity to purchase "Show Shirts" as well. Each student is also provided with a pair of Band Shorts when they are Rookies. The shorts are part of the summer uniform but should also be worn over your compression shorts when traveling.

Color Guard Uniforms

The Color Guard uniform changes every year and is designed around the theme of the show. The band purchases most of the uniform, but there are some individual items that each member will need to provide. Individually purchased items will remain the property of the student at the end of the season.

Summer Band Uniforms

- The season's "Show Shirt" (provided to the student)
- Black Athletic "Band Logo" shorts (provided to the student)
- Blue Jeans (only if needed because of weather)
- White socks – low cut or anklets
- White tennis shoes (no bright accent colors or shoe strings)
- It is the student's responsibility to secure the necessary uniform pieces before the first summer performance.

Regular Marching Band Uniforms

The following items are provided by the BAND and remain at SCHOOL:

- Garment Bag
- Jacket
- Bib pants (with suspenders)
- Plume/Hat Wrap

The following items are provided by the BAND and are to be stored at HOME:

- Gauntlets
- Hat & Box
- Equipment Bag (replacement bag can be purchased through the Upbeat Club)
 - Considered property of the student - keep at the end of the season
- 1 Pair of Black Shoes (replacement shoes can be purchased through the Upbeat Club)
 - Considered property of the student - keep at the end of the season
- 2 Pairs of white gloves (replacement gloves can be purchased through the Upbeat Club)
 - Considered property of the student - keep or throw away at the end of the season

The Band DOES NOT provide black socks, so EVERY student MUST provide their own black socks.

Required attire *under* the uniform:

- Current Show Shirt
- White or grey Under Armour is permitted during cold weather (Show Shirt worn over UA)
- Compression shorts or similar or long underwear/leggings (provided by the student)
 - Jeans, band shorts or similar, cargo shorts or cargo pants are not permitted
- There is generally no privacy when changing into uniforms. Students are either dressing in a parking lot or in the band room.

Inspection

Prior to each performance, members must pass an inspection of their uniform and equipment. This ensures that the band maintains a cohesive, consistent appearance. In addition, we hope to foster good personal habits and pride in the band. The following criteria have been established for achieving a clean and uniform look throughout the band:

- No jewelry of any kind is to be worn while in uniform, this includes all visible piercings.
- No nail polish is to be worn while in uniform
- No make-up is to be worn while in uniform (color guard is the only exception)
- No facial hair is permitted while in uniform
- Gloves must be clean and white – clarinet players are allowed to neatly cut the tips off.
- The show shirt or white/grey long sleeved Under Armour must be worn under the uniform coat at all times. This is necessary for proper personal hygiene and uniformity.
- Black socks – must be crew length (mid-calf) or longer.
- All hair must be tucked into the hat and must not cover the uniform jacket collar when in uniform. If necessary, members must pin up hair to avoid allowing hair to cover the collar using neutral colored or black hair items.
- All uniform parts must be worn as instructed.
- When not performing, but still in uniform, all members may remove only gloves, gauntlets, and hats unless a different directive is given by the staff.

It is the student's responsibility to properly hang the uniform on the hanger and in their box after performances, following the direction of the uniform committee. It is also the student's responsibility to dry out the shako (hat), parka, gauntlets, and gloves after performances if needed.

Student Leadership Team

The Marching Band Leadership Team is comprised of students who have submitted an application, auditioned, and interviewed. The band directors review all of the applications and choose students who can support the band with their musical, technical, and interpersonal skills. Membership on the team is an opportunity for students to take on additional responsibilities that develop their leadership skills. Student leaders support communication between directors and band members. Because the student leadership team is very familiar with the schedule and procedures, they can be a great source of information. Ask one of the student leaders first if you have any questions.

Modes of Communication

Communication is paramount to a successful year. You are encouraged to get connected using the following methods. If you are not receiving the Charms Emails you are missing out on important information. Please make sure your email address is accurate in our database by clicking the link below.

- Remind 101 Notifications - <http://www.lakotaeastbands.org/home/remind-101/>
- To visit our website click - <http://www.lakotaeastbands.org>
- To follow us on Twitter click – <http://twitter.com/lakotaeastbands>
- To follow us on Facebook Page click – <http://www.facebook.com/pages/Lakota-East-Bands/178022935563538>

Common Sense

- Proper and good sportsmanship is expected at all times.
- To be early is to be on time; to be on time is to be late; to be late is to miss the bus.
- Do not play your instrument while walking to or from rehearsals or while loitering in the band room!
- Rehearsal etiquette/focus. Pay attention and respond appropriately. That means you have to use your ears not your mouth!
- Public displays of affection are not appropriate and will not be tolerated at any time when in uniform.
- Keep your instruments and equipment in good working condition (reeds, oil, etc...)
- Damage to “School Owned” instruments due to horseplay, lack of proper care, or neglect will be your responsibility. Normal repairs will be handled through the school.
- Be prepared at all times. Always have your dot book, music and other supplies at every rehearsal. There will be random checks to make sure you are prepared.
- Report no earlier than 30 minutes to your assigned time for any rehearsal or performance. When you arrive, be sure to only stay in the music area.
- The band room will close 30 minutes after rehearsals, football games, and contests. Please plan your ride accordingly.
- Respect the band room; NO food or drink in the band room.
- **CELL PHONES** are not permitted during either music or field rehearsals.

Facilities

The band room is your second home; treat it accordingly. Have enough pride in the Lakota East Bands to assist with the overall upkeep of the music area.

- NO drinking or eating in the band room at any time.
- You will be assigned a locker or shelf area.
- Put things in their proper places. Please pick up after yourself.
- School supplies are NOT to be kept in the instrument shelves or lockers.
- Do not walk on the carpet with muddy shoes. When coming into the band room from outside, please use the sidewalk.
- Music stands are not to be used as desks, and chairs are not ladders!
- Defacing of any school property and/or equipment in the music area is a violation of school policy and will be handled accordingly.
- The band offices are for directors only. Ask before you borrow something. Please return it when you are finished!

Instruments

There is a school instrument usage fee of \$45.00 for winds player & 30.00 for the season. This fee is used to cover maintenance and up keep of the school-owned instruments.

- Have your name and school on your case (personal and school owned instruments)!
- You are expected to keep your instrument in proper working order. Never be without reeds, oil, grease, etc.
- Do not play anyone else's instrument. Learn to play your own first!

Travel Policy

At the beginning of the season you will sign up for a bus. This will be your bus assignment for the year. You will not be permitted to switch busses. While on the bus, the chaperone is in direct charge. You must observe all rules in order to assure a safe trip. These rules include:

- Keep the bus clean; pick up and properly dispose of all trash.
- Maintain silence at railroad crossings
- Use moderation in talking and singing.
- Hands and arms must remain inside the bus at all times.
- Thank and listen to your bus drivers and chaperones.
- Stay seated while the bus is moving.
- Do not board or load equipment on the bus until asked to do so.
- Stay on the bus until asked to unload.
- You must travel on the bus to all engagements.
- You may go home with your parents, providing your parent/guardian has given written permission to a director and your bus chaperone speaks to your parent at the event.
- You will not be permitted to go home from a performance with other students.
- Do not exit from the back door of the bus; it is only for emergency use.

Football Games

The Marching Band performs at every home football game and at Lakota West every other year. They perform during pre-game & halftime. Each performance is an opportunity to work on perfecting the show and learning to perform for an audience. Every student is required to attend each football game.

It is important to note that should the football team advance to the playoffs, the marching band will continue to perform and support the team!

Parent volunteers are needed at every performance. The Upbeat Club helps to organize all of the support and volunteer opportunities. Come to a meeting and get plugged in!

While in the stands:

- Stay in full uniform at all times. No ball caps or other accessories are permitted.
- Play your instrument only when the entire band plays.
- We SIT together as a band IN SECTIONS.
- The band area is for band members only. Do not invite your friends to sit with you in the stand or enter the end zone area at any time.
- 3rd quarter is refreshment break. Allow the visiting band to get refreshments first!
- At the end of third quarter, you should be in your seat ready to play. If you are late you will lose your 3rd quarter privilege at the next game.
- Take care of your instrument to prevent damage.
- Make a good impression. Remember, you are wearing the Lakota East uniform, which stands for your school and community.
- You must have ALL of your music in your own flip folder with you at each game.
- Do NOT play other people's instruments.
- Do not leave the stands without the director's permission.

Financial Information

Financial Responsibility

- Marching Band fees are paid directly to Lakota East High School unless otherwise instructed, via cash, check or EZpay (during a specific window of time).
- To ensure proper credit for payments:
 - Checks must be labeled with the student's first & last name AND the student ID# on the memo line.
 - Cash payments must be submitted in a labeled envelope with student's name and ID# on the front of the envelope.
- Any member who enters the program and later decides to stop participating is still responsible for all debts incurred to the program.
- Financial hardships may be brought to the attention of Mr. Tanis for consideration of financial assistance. Please communicate directly with him by May 20th, 2016.

Fees

The total cost of marching band is \$650.

- \$400 District Participation Fee for Marching Band
- \$250 Student Portion of St. Louis Trip

Fee Payment Schedule

- **Deposit: \$150** Wednesday, May 4, 2016
 - \$150 broken down in the following manner
 - \$75 School Fee Deposit
 - \$75 St. Louis Trip Fee Deposit
 - Both of these fees must be paid by check or with cash.
 - Both of these fees should be combined into one check made payable to **LAKOTA EAST HIGH SCHOOL**. Please include student's name and ID# on the memo line.
- **Payment 1: \$125** Wednesday, June 1, 2016
- **Payment 2: \$125** Wednesday, July 6, 2016
- **Payment 3: \$125** Wednesday, August 3, 2016
- **Payment 4: \$125** Wednesday, September 7, 2016

All payments after the initial deposit may be made with EZpay or a check made payable to **LAKOTA EAST HIGH SCHOOL**. If paying by check, please include student's name and ID# on the memo line and bring it directly to the Lakota East Bursar. Do not give it to Mr. Tanis or Mr. Engel.

If the marching band fees are not paid in full by Wednesday September 7, 2016 the marcher will no longer be permitted to participate in marching band until the balance of the fees are paid in full.

Fundraising

There will be fundraising events planned to help offset the expenses incurred by the band program.

- Student AND parent participation is crucial.
- The funds raised benefit ALL band students.

Medical Information

First Aid Procedure

The LEUC utilizes volunteers to provide first aid for minor injuries (e.g., sprains, blisters) during band activities. Should a student experience an injury or illness that requires immediate attention, the student will be transported to an urgent care center or emergency room. Costs of emergency transportation and medical care are the responsibility of the parent/guardian.

Should a student require non-emergency medical attention for injury or illness, the student's parent/guardian will be notified to take the student from the band activity for appropriate attention. If parents are not available, the adult designated on the Medical form will be called to transport student. In order for the student to return to the band activity he/she must be physically able to participate.

Medication Procedure for Rehearsals & Performances

Lakota School District medication policy applies to all extracurricular activities, which includes marching band. Even though there will be a Band Nurse present at most rehearsals and performances, she is not authorized to dispense any medication. As a result, NO medication will be distributed during band rehearsals or performances.

Schedule Information

Refer to the calendar posted on the website for the most up-to-date and accurate information. This portion of the handbook gives an overview of typical scheduling.

PSAT, SAT, and ACT Test Dates

We understand that PSAT, SAT, and ACT Test Dates may coincide with marching band events. Please try to schedule the test dates with the band schedule in mind. Please refer to the band calendar posted online and the official test registration websites when considering testing dates.

- www.sat.collegeboard.org
- www.actstudent.org

Camps (Pre-Camp, Band Camp, Post Camp)

Refer to the “Band Camp Packet” posted on the band’s website for complete details.

The Camps are a time for the Students to get to know one another as well as learn their marching fundamentals, music, and drill (their spot on the field for the show). The band starts to put together the best performance that they can as a single unified team.

If students miss any portion of band camp, they will have a difficult time catching up and feeling like a part of the group. Therefore, ***all students are asked to set aside these three weeks of their summer and devote it completely to band camp.*** Please do not schedule any work or vacations during these three weeks. Refer to the calendar on the www.lakotaeastbands.org website for dates.

Band Camp is also a time for parents to volunteer and meet other band parents. At this time, parents will learn more about their roles as Booster members and the various ways in which they can support the Lakota East Band Program. Among other things, watching over the building during free time, being surrogate moms and dads, providing a friendly face for a stressed out marcher, and being a support to the directors.

Typical Fall Practice Schedule (once school starts)

- One afternoon ***Sectional Rehearsal*** per week for Winds & Guard (3:00-4:30)
- One evening ***Sectional Rehearsal*** per week for Percussion (7:00-9:00)
- Two evening ***Full Band Rehearsals*** per week (6:00-9:00)

Marching Band Practices

The after school and evening rehearsals are very important. They allow the students to continue to refine and polish the music and drill learned during band camp. Drill and music are constantly being refined/changed to make the show the best that it can be. Please ensure that your student regularly attends.

Parents are welcome to watch any marching band rehearsal. It is fun to see the group of individuals transform into an individual group. Visiting may give you a better understanding of the stories you hear from the students and other parents. It will also show you the dedication of the students and staff. Many parents find that their student is far stronger and more dedicated than they previously thought. It is interesting to look back over the years and notice that many of the students with the biggest apprehension as rookies grow to be the strongest members and leaders!

Competitions/Performances

All performances are required for all members. Performing is the sole reason for us to practice! Parents and families are always invited to all performances. Sitting together at an event helps to show support and pride for our organization. Students love a standing ovation from parents and fans, acknowledging their hard work.

Details for each competition (schedule, map, directions....) are posted on the website several days prior to each show.