

# **Wichita Heights High School Instrumental Music Program**

## **HANDBOOK**



**2018-2019**

**Directors**

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Welcome to the Heights band and orchestra team. We are glad you have chosen to go on this journey with us. Band, orchestra, and jazz band at the high school level are the epitome of electives meaning it is your choice to be a part of this awesome opportunity. By joining this team you are acknowledging that rehearsals will be disciplined and focused, performances will be plentiful, and a positive attitude will be expected at all times. Here are a few of the goals I will be challenging our performing groups with:

- Participation in district level auditions: 15%
- Participation in all city honor ensembles: 25%
- Participation in regional solo/ensemble festival: 30%
- Excellent performances at Band-O-Rama, the State Fair, and Southern Plains Marching Festival (Andover): Marching Band
- Excellent performances at Jazz-in-the-Round and the Friends Jazz Festival: Jazz Band
- Earning a 1 rating at the city league festival: Symphonic Band and Orchestra
- Earning a 1 rating at the state large ensemble festivals: Symphonic Band and Orchestra

There are truly wonderful things in store for our performing groups this year, and we cannot wait to get started. Thank you again for joining our team. Let's get to it!

## **INTRODUCTION**

The purpose of this handbook is to inform all students and their parents about the Instrumental Music Program available to students of Heights High School. With an emphasis on fundamental teaching and a demand for excellence, the Instrumental Music Program of Heights High School is proud to include your young musician.

In an effort to maintain these high standards and to continue the tradition of outstanding accomplishment, all band and orchestra members and their parents are requested to read this handbook thoroughly, complete the attached medical consent forms, and obtain parent signatures.

After reading this handbook, place it with your other records so that it will be available as a reference if a question should arise. If you are not able to find an answer to your question, consult your directors.

## **PHILOSOPHY**

In keeping with the philosophy of Heights High School, all students who have the desire are given the opportunity to participate in the Instrumental Music Program to learn and to progress musically as far as their abilities and desires permit. If they accept the challenge, has the self-discipline required, and fulfills their responsibility towards the band and orchestra, they undoubtedly will be successful in this endeavor.

## **OBJECTIVES**

-----To develop the technical skills necessary to play a musical instrument satisfactorily in an instrumental group based on the knowledge needed to attain success at the high school level.

-----To cultivate and develop cultural and aesthetic values in order to possess an understanding of beauty, expression, and the ability to appreciate the finer things in life through actual participation in a performing organization.

-----To develop leadership qualities, responsibility, and citizenship in students through their dedication to a cause and service to both school and community.

## **AIMS AND FUNCTIONS OF THE DEPARTMENT**

1. **ATTITUDE:** The greatest single factor determining the success of an individual or organization is attitude. A positive attitude toward yourself, each other, and the ensembles as a unit will make the difference between a fine musical organization and a mediocre group. A positive attitude requires self-control and acknowledgment of the discipline it takes to be a fine performer. It takes intense dedication to reach goals. Discipline yourself to daily practice of materials designed to improve your basic skills. Those who make the decision to better yourself through music will be glad you did. Make the most of every rehearsal and performance.
2. **DISCIPLINE:** Because of the nature of the organization, discipline must by necessity, be strict. Instrumental music students and parents must be willing to accept the ideals, principles, and rules of the organization. Instrumental music students are constantly on display. Each student must always be aware of the importance of good behavior. Students should always remember that they represent their organization, school, parents, and community when they are in the public eye. Any misconduct casts a direct reflection on our school and community and may undo the good work of hundreds of loyal students. Discipline is order. There is order in all things physical, material, spiritual, and intellectual. With orderliness comes attainment of things worthwhile.

### ***STUDENT RESPONSIBILITY TO THE INSTRUMENTAL MUSIC PROGRAM***

1. Be regular in attendance to rehearsals and account for all absences.
2. Never miss a performance.
3. Make a real effort to learn and improve every day.
4. Be responsible for and expect to assume the consequences of your actions.
5. Be personally clean, neat, and properly dressed.
6. Show respect to those in authority.
7. Follow all classroom rules, school regulations, and all travel instructions
8. Be honest and fair with others concerning equipment, music, and school life
9. Cooperate with fellow members and share with them the responsibilities and privileges that are a part of the instrumental music program.
10. Contribute positively to your music education and that of others
11. Read and play music with insight and expression.
12. Improve your knowledge and understanding of music theory, harmony, and history, as well as develop good listening habits.
13. Make independent practice a part of your daily routine.
14. Always have a pencil, metronome, and tuner available
15. Be dressed appropriately for all events that have been agreed upon by the directors and administration.

### ***RESPONSIBILITIES OF THE INSTRUMENTAL MUSIC PROGRAM***

1. Provide the music students with the proper kind of rehearsal room, lighting, seating, music stands, instrument storage space and other equipment as is considered necessary to aid in developing the student's music ability and citizenship and leadership skills.
2. Plan assignments and encourage daily progress of the entire organization.
3. Provide the organization with a full musical education through rehearsal, performances, teaching, testing, and listening.
4. Suspend any uncooperative member from the instrumental program until a conference is held with the member, parents and administration, in order to work out a plan for the member. It is the responsibility of the department to see that all instrumental

music students conform to the school and department policies.

5. Dismiss members that are not adding to the program due to a poor attitude and/or lack of improvement.
6. Supervise the students in class and on school sponsored activities. Each student will receive information and plans for a trip, type of dress, and a complete schedule.
7. Inform the students as far in advance as possible of rehearsals and performances in order to avoid conflicts.
8. Grade progress of each member on their instrument and their music education.

## INSTRUMENTAL CLASSES

### ⇒ **Concert Orchestra:**

This ensemble is available to student's grade 9-12 who play the violin, viola, cello, or string bass. Orchestra membership from the previous year is required. This ensemble will perform several concerts throughout the year including concerts, city festival, state festival, and graduation. As with all the ensembles, rehearsals will be growth focused with a consistent goal of excellent performances.

### ⇒ **Marching Band/Pep Band**

This band is available to any student who has successfully completed 8th grade band. This group will perform at home football games, parades (if needed), community functions (if needed), marching band festivals, home basketball games, and post-season football or basketball games (if needed). Students must be enrolled in both marching and symphonic band. Rehearsals outside of the regular school day may be required. All band members 9th-12th will participate in marching band/pep band. Rehearsals for these ensembles will occur during normally scheduled class times or during advocacy times. Performance requirements for these ensembles are listed in the calendar section of this handbook. If you need a sub for basketball band you MUST fill out a sub form located in my office a week in advance. ***\*\*Post-Season games for both basketball and football will be for a grade. I will let you know as soon as I can when those game will be played.\*\* Also, it is important to be back before the 2:00 minute mark in the 3<sup>rd</sup> quarter. If you are late you will be deducted 10 points. The reason for this is we will be playing at the end of the third and we need everyone back in their seats and ready to go.***

### ⇒ **Symphonic Band:**

This ensemble is available to 9<sup>th</sup> -12<sup>th</sup> grade students who play the flute, oboe, bassoon, clarinet, saxophone, trumpet, horn, trombone, euphonium, tuba, or percussion. Band membership from the previous year is required. This ensemble will perform several times throughout the year including concerts, city festival, and state festival. During football season this ensemble will rehearse and perform as the marching band. As with all the ensembles, rehearsals will be growth focused with a consistent goal of excellent performance.

### ⇒ **Jazz Band:**

This ensemble is available to students in 9<sup>th</sup>-12<sup>th</sup> grade who play the saxophone, trumpet, trombone, baritone, bass, or drum set. Band membership, but **not** jazz band membership, from the previous year is required. Performances will include concerts, jazz-in-the-round, Friends jazz festival, and possibly a city wide holiday tour. As with all the ensembles, rehearsals will be growth focused with a consistent goal of excellent performance.

## UNIFORM CODE

It is considered an honor to be allowed to wear the uniform at Wichita Heights. When in uniform, you are no longer an individual; you are a representative of your community and your school. Uniforms will be worn at all public performances (unless you are instructed otherwise). You are not to eat while in uniform. NO contest medals, pins, or other jewelry are to be worn with the uniform--*this includes earrings*. Wear your uniform with pride. **WHEN IN UNIFORM, REMAIN IN COMPLETE UNIFORM unless you are instructed otherwise.**

### High School Uniform Requirements:

#### *Marching Uniform Requirements*

1. *Black Marching Band Shoes*
2. *Black socks*
3. *Gloves*
4. *Band Uniform and Hat (checked out from the school)*
5. *Band T-Shirt*

#### *Concert Uniform Requirements*

1. *Black Shoes (may use marching band shoes)*
2. *Black Socks*
3. *Black Dress Shirt*
4. *Black Bottoms*
5. *Red Accessories (Jazz Band ONLY)*

**\* Uniforms will be issued to each student and are that students' responsibility for the year. If damage is incurred due to mishandling the student will be financially responsible. You are required to turn in the exact uniform that was issued to you including the clothes bag. Please do not place your shoes in the bottom of these bags as they will cause the bag to tear. Replacement costs include:**

<b>Marching Band Uniform</b>	<b>\$500.00</b>	<b>Clothes Bag</b>	<b>\$10.00</b>
<b>Marching Band Hat</b>	<b>\$50.00</b>	<b>Band Shirt</b>	<b>\$10.00</b>

1. You are responsible for keeping your uniform in the best condition possible. Once you have a uniform checked out to you, it is your responsibility and obligation to ensure its return. If stolen, lost, or damaged, it is the responsibility of the student to repair or replace the uniform at their expense. Parents will be billed at the end of marching season for any missing uniform pieces.
2. Never trade uniforms with another student. You are expected to turn in the same uniform you were issued.
3. The uniform is to be worn in its entirety. A complete uniform includes: coat, pants, hat, gloves, t-shirt, black socks, and black marching shoes.
5. Uniforms are cleaned each summer so that they will be ready for the fall. This is a DRY CLEAN ONLY material and extensive damage will result if the product is washed.
7. The uniform is to be hung on a hanger when not in use.
8. Uniform upkeep will be a part of the band grade.

## INSTRUMENTS

All instruments are the responsibility of the student to keep in proper playing condition. This holds true for school owned instruments as well as privately owned instruments.

If you check out a school instrument, it is your responsibility to take care of the instrument maintenance while in your care. The school has purchased the instrument to save you a major expense. It is therefore your obligation to take care of the instrument. Allow no one else but yourself to play the instrument. If the instrument is damaged while checked-out to you, it is your responsibility to repair the damage and assume the cost of the repair.

Students who have their own instruments should possibly consider purchasing a higher quality instrument as they progress. Inexpensive or beginner level instruments will not meet the demands of the more advanced player. It is very frustrating to perform at a much higher level than what your instrument allows. A top of the line instrument can last a player a long time, if they take care of it, for the rest of their playing days. If you have any questions on this, your director will be happy to assist you.

Students must have their instrument at school each day. It is the responsibility of the student to fulfill this obligation. If an instrument is in the shop, please have a signed note from parents. Students who forget to bring their instrument to class will not receive any participation points for the day.

## RULES AND REGULATIONS

As previously discussed, discipline is a quality that must come from within the individual. Because of that fact, each student is responsible for his or her own actions in relation to the environment of the situation. A good band/orchestra is a well-disciplined band/orchestra.

Classroom conduct necessitates the concentration of all students on the band directors, co-directors, or student officer who has been placed in charge of the group. Therefore, upon entering the music room, each student is to get their horns out and be prepared for class.

Punctuality is a must! If your presence is required at a certain time, make arrangements to be there a few minutes early so any personal preparations may be made in advance.

Good discipline and a good attitude, as well as regular and prompt attendance, at all rehearsals is mandatory in order to maintain membership in any band or orchestra organization. **TIME** is the most important thing in each rehearsal. This means that each member must be in place ready to play before the bell rings. In the event of rehearsals outside of school time, each member must be ready to play at the stated time. *Make it a point to scan the board daily for items which might pertain to you.*

The director's office, like any other office, is private. It is not a student lounge; you are always welcome in the office, however, use common sense and survey the situation. Sound equipment, percussion equipment and other accessories, or any other instrument, other than your own, are "off limits" to students unless authorized by the director.

Storage compartments are available and instruments will be stored by "like" instruments on a "first come, first served" basis. However, they are not to be used for book storage, coat racks, or hiding places. If you leave your instrument at school, keep in mind that it is still your responsibility and you leave it at your own risk. It would be advisable to take your horn home with you each day. Go practice!

## GUIDELINES FOR REHEARSALS

1. Bring your instrument and all necessary equipment to rehearsal.
2. Bring ALL music to rehearsal.
3. Bring a sharpened pencil with an eraser to all rehearsals. (There will be periodic pencil grades given)
4. Be in place, ready to rehearse, **at the appointed time of 8:00 A.M.** during school.

5. Discussion with the players around is permitted **ONLY** when the director is off the podium.
6. Food or drink of any kind (except water) is not permitted inside the instrumental music room without the approval of a director. (This includes gum and candy.)
7. Talking while the director is on the podium must not happen if the band or orchestra is to be successful. If a student cannot control their behavior in the classroom, they will be removed from the class.
8. Metronomes and tuners are welcome to all rehearsals

## **MUSIC**

Sheet music is an ongoing cost for the school and we spend a great deal of money on music. It gets more expensive each year. Therefore, it is your responsibility to keep the music in good condition and return it in as good a condition as when it was given to you.

You are provided a locker and music folders in which to keep your music. **PLEASE USE THESE ITEMS TO HELP KEEP YOUR MUSIC FROM DISAPPEARING OR GETTING TORN. It is the individual students' responsibility to make sure that their folder is on the stand and that all of the music is placed properly inside the folder. Your folders are available to you after school each and every day. You are not to leave your music ON THE STAND!!**

## **PRIVATE LESSONS**

Every ensemble member would benefit greatly by taking private lessons. Private lessons will advance the individual's playing ability, both technically and tonally. When selecting a private instructor, it is advised to have a teacher who specializes in your particular family of instruments.

## **STUDENT HELD OFFICES**

### **Drum Majors**

The post of Drum Major(s) is an important position. The Drum Major(s) is in charge of the marching band and is responsible for the band in marching band performances. Each day, the Drum Major(s) may lead warm-ups for the band. Drum Major(s) must portray leadership qualities and will be selected each spring for the following school year.

### **Section Leaders**

The Section Leader is a person who is designated by the director to assist in marching band, symphonic band, and orchestra. Their primary function is to see that the marching band, symphonic band, and orchestra rehearsals run efficiently and that his/her section is performing to the best of their ability. Section leaders may call for a sectional at any time as long as the director and section leader agrees there is one needed and when it will be done.

### **Concert Master**

The concert master is the first chair violin player. They essentially act as a conduit between conductor and orchestra and are accountable to both parties. One of the principal tasks of the concertmaster is to provide bowings for the 1st violins prior to rehearsal. It is usually required that the concertmaster be the most skilled musician in the section, experienced at learning music quickly, counting rests accurately, and leading the rest of the string section by his or her playing and bow gestures. The concertmaster leads the orchestra in tuning before concerts and rehearsals, as well as other technical aspects of orchestra management.

## ORDER OF COMMAND

1. Director/Co- Director/Student Teacher/College Interns
2. Concert Master and Drum Major
3. Section Leaders
4. Members

## PARTICIPATION REQUIREMENTS

All students are expected to participate in school concerts, parades, pep assemblies, or other school functions in which their respective band or orchestra takes part throughout the school year. Performance is the major assessment tool used in our music program. They are required and grades will reflect participation.

The appearance of your organization in a public performance is considered the most important obligation of each student involved. **Performance dates will be announced well in advance so that individual plans can be made accordingly. Should conflicts arise, see your director as soon as possible so that arrangements can be made. Failure to meet this requirement will impair the academic achievement of the student and his/her eligibility with the organization. All students who have work obligations are required to make arrangements with their employers to meet the obligations of this performing group. Work will not be an excused absence. Take a schedule of events to your employer. If you need help with this area, the directors are here to assist you.**

## PERFORMANCE ATTENDANCE POLICY

USD 259 School Board policy states that students enrolled in an elective course are required to attend scheduled performances with the exception of a personal (student) illness that results in an excused absence from school, a death in the family, or a family emergency. In the case of an expected absence contact from a parent is expected 1 week ahead of the performance date (please note an accurate reason will be expected). In the case of an unexpected absence, a reason and contact from a parent is expected within 24 hours of the concert absence. Contact is also expected if punctuality is in question.

All performance absences will result in the student receiving a zero for that grade. If the absence is excused and communicated appropriately, the student may make up the grade up to a 90%. There will be an assigned written assignment and the student will be asked to perform their part for the directors. Both of these must be completed within 2 weeks after the concert date.

If the absence is unexcused but communicated appropriately, the student may make up the grade up to an 80%. There will be an assigned written assignment and the student will be asked to perform their part for the directors. Both of these must be completed within 2 weeks after the concert date.

If the absence is unexcused and **not** communicated appropriately, the student may make up the grade up to a 60%. There will be an assigned written assignment and the student will be asked to perform their part for the directors. Both of these must be completed within 2 weeks after the concert date.

**Students are graded on their punctuality, proper concert attire, behavior, and preparation. Non-compliance may result in a student not being allowed to perform. Demerits due to non-compliance will result in the loss of points determined by the directors.**



## **PRACTICE REQUIREMENTS**

Practice may be assessed through performance tests on a regular basis. There will be no formal practice cards used, however, it is expected that each student practice a minimum of an hour a week on an individual basis. **\*\*The directors at any time may schedule a memorization or playing test for a daily grade. This will be a part of the quiz grade\*\***

## **PRACTICE ROOM ETIQUETTE**

Practice rooms must be used ONLY for the intended purpose of practicing! All students must receive permission from Kemp, Smith, Tummons, or Walker in order to use a practice room. Any students found in violation of this policy will face consequences.

**Any student found in a practice room with their significant other will lose ALL PRACTICE ROOM PRIVLEDGES FOR THE YEAR AND BE WRITTEN UP.**

**ANY STUDENT(S) FOUND IN A PRACTICE ROOM WITH THE LIGHTS OFF WILL LOSE PRACTICE ROOM PRIVLEDGES FOR THE YEAR AND AGAIN...BE WRITTEN UP.**

**IF YOU ARE IN MY ADVOCACY AND VIOLATE ANY OF THESE RULES YOU WILL NO LONGER BE IN MY ADVOCACY AS I WILL HAVE YOU TRANSFERRED TO ANOTHER ROOM.**

## **SCHOOL ATTENDANCE**

Students involved in activities are expected to be in school at least 50% of the performance day in order to participate. Students are to be in attendance the day following the contest for the entire day.

## **GRADING POLICY**

Each student's grade in class will be based on the following:

1. Daily participation
2. Concerts
3. Being prepared for class each day
4. Posture
5. Basic knowledge of their instrument
6. Playing tests
7. Home practice
8. Uniform upkeep
9. Instrument upkeep
10. Cooperation in class

Daily Classroom Participation	40%
Attendance at Performances	40%
Tests (Playing/Other)	20%

There will be a daily participation grade given to each student. Rehearsals outside of the school day and playing tests will be considered and could be major test grades along with all performances. Major performances will be considered 9 weeks tests and Semester test evaluations.

## PEP BAND

During the “Pep Band” season, a band student will participate in this performing group. You are expected to fulfill your commitment to the organization once you have been assigned a pep band group. Unexcused absences will result in a lowered grade. ***\*\*Extra credit will be given to those in basketball band who show up and are NOT scheduled for the game. It will be 10 points per extra game. \*\****

**Also it is important to be back before the 2:00 minute mark in the 3<sup>rd</sup> quarter. If you are late you will be deducted 10 points. We will be playing at the end of the third quarter and we need everyone back in their seats and ready to go.**

Dress code for pep band will be as follows:

1. **Band Shirt**
2. **Tennis Shoes**
3. **Jeans, Kahki shorts/pants. NO SWEAT PANTS.**

**\*\*THIS WILL BE HEAVILY ENFORCED THIS YEAR!\*\* if you do not show up in proper attire you will lose 10 points for the game. If you have a prior event and are not sure if you can make it in your proper attire talk to myself and/or Smith.**

## USE OF ILLEGAL SUBSTANCE

Use of or possession of alcoholic beverages, drugs, or drug paraphernalia will result in a referral for administrative discipline which may involve suspension from school and/or a student being dismissed permanently from the Heights instrumental program. If any such act occurs on an out-of-town or a scheduled activity trip, parents will be contacted and required to immediately pick up the student. The police will be involved in regards to these concerns. Procedures will be followed according to Heights High School USD #259 activity participation policies set forth by the administration. Members will be subject to disciplinary action if they commit any of the following violations:

1. Arrest and conviction for breaking the laws of Kansas.
2. Use of or possession of tobacco in any form.
3. Use or possession of alcoholic beverages at any time.
4. Use of marijuana or any illegal drugs at any time.
5. Abuse of prescription/non-prescription drugs at any time.

The Heights instrumental music program has a “0” tolerance policy towards substance use.

## TRANSPORTATION

1. Students will be expected to ride on the school transportation provided when furnished. Any other form of transportation must be cleared by the building principal ***prior to the event.*** Riding in private vehicles without permission can result in loss of travel privileges and/or loss of membership to the organization.
2. Students will only be allowed to ride home with their parents from an off campus function. Due to liability concerns, parents may not check out any student other than their own from any function off campus. Any variation to this policy must be cleared in advance with the building principal.
3. All busses will leave promptly at the designated time. Please be early to all departure times.
4. Students are expected to obey the standard rules of conduct when on a school activity trip. Chaperones, bus drivers, and staff will be in supervision of students traveling with the band

or orchestra. Students are expected to respond appropriately to any instruction given by the supervising chaperone. Any violation of this policy should be reported to the directors as soon as possible.

5. Students will be given an opportunity to select bus seating. Those seats become assigned and no student will change seats on an activity trip. At no time will a student ride a bus other than the one assigned unless the directors deems it necessary.

6. All overnight trips will require a student/parent contract.

7. A student traveling with the band or orchestra that will require special medical attention or that must be on medication while traveling will need to have a written permission slip from their parents with the specific instructions with regard to the medication.

### **HIGH SCHOOL LETTERING**

*(Students should document their accumulating points for the **current** school year. Award letters and pins will be awarded at the end of the year. Students must compile at least **10 points** from the following to letter)*

All-City Band/Orch/Marching Performer: 3 pts

Audition for District Band/Jazz/Orch: 3 pts

Audition for State Band/Jazz/Orch: 3 pts

Make State Band/Jazz/Orch: 10 pts

Perform a Solo/Ensemble @ Regionals: 2 pts

Perform a Solo/Ensemble @ State: 3 pts

Membership in outside of school **instrumental performance focused** ensemble: 3 pts

Attendance at a summer music camp: 2 pts

Continuous private lessons on class instrument: 2 pts

Senior w/ 4 year membership: 10 pts\*

Junior w/ 3 years membership: 3 pts\*

Sophomore w/ 2 years membership: 2 pts\*

Freshman w/ 1 year membership: 1 pts\*

**\* Attendance at all rehearsals and performances with no unexcused absences**

Additional awards that will be presented at the end of the year concert include outstanding band and orchestra members for freshmen, sophomores, and juniors as well as the senior leadership award presented to one band and orchestra student. We also award the John Philip Sousa Award, the Louis Armstrong Jazz award, and the National School Orchestra Award.

### **ELIGIBILITY POLICY**

Each student who represents his/her school in any competitive activity must meet the rules of eligibility as established by the KSHSAA and the Wichita Board of Education. These include but are not limited to:

1. A student must be in good standing. A student who is under penalty of suspension or whose character or conduct brings **DISCREDIT** to the school or to the student body as determined by the High School Administration, is not in good standing and is **INELIGIBLE** for a period of time as specified by the Principal.
2. A student must have passed five subjects of unit credit his/her previous semester of attendance and be currently enrolled in at least five subjects of unit weight.
3. A student is a bona fide student with regular attendance and good citizenship in class and in school. \* **BONA FIDE**- Made in good faith without fraud or deceit\*

### **USD 259 INSTRUMENTAL RENTAL POLICY**

All students enrolled in band, orchestra, or jazz band must either own their own instrument, or pay the USD 259 rental fee. This year's rental fee is \$50. Students who qualify for reduced price lunch may pay \$25. Students who qualify for free price lunch may pay \$15. This fee will cover the use and basic maintenance for the school year. Repairs required due to neglect or abuse will be charged to the student. Any instrument not returned on time will result in the student being charged for a replacement instrument (\$250-\$3000). Instruments available to rent include: oboe, bassoon, bass clarinet, tenor saxophone, baritone saxophone, French horn, baritone, tuba, viola, cello and bass. Percussionists are required to pay the instrument usage fee each year.

#### *Instrument Storage*

Each student will be assigned a locking locker. It will be each student's responsibility to lock their locker after each rehearsal and keep the locker clean. Instruments should be taken home during school breaks as the temperature in the band/orchestra room does not stay at room temperature. Instruments must be taken home during summer break so that they do not get lost or accidentally added to the Heights or USD 259 inventories.

### **CONCLUSION**

This handbook is to serve as a guide to our instrumental music program here at Heights High School. It is offered as a communication tool to help students understand the responsibilities, privileges, and expectations involved in the instrumental music program. We want this to be a fun-filled, educational, and rewarding experience for each and every young musician. We expect that each student will make memories and build relationships that will last a life time.

## **Add Us On Social Media!**

Email – [Tkemp@usd259.net](mailto:Tkemp@usd259.net),  
[Wsmith2@usd259.net](mailto:Wsmith2@usd259.net), [Ctummons@usd259.net](mailto:Ctummons@usd259.net)  
Facebook – Wichita Heights Instrumental Music  
Snapchat – Heights Instrumental Music  
Twitter - @FalconInstMusic



# Heights High School: Bands/Orchestra

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## 2018 Tentative Schedule of Events

### July

Mon. - Thurs.	16-19 <sup>th</sup>	DM/Section Leaders/Drumline Camp	8:00 a.m. - 11:30 a.m.	WHHS Inst. Room
Tues. - Wed.	17-18 <sup>th</sup>	Freshmen Band Camp	8:00 a.m. - 11:30 a.m.	WHHS Inst. Room
Thurs. - Fri.	18-19 <sup>th</sup>	Full Orchestra Camp	12:30 p.m. - 3:30 p.m.	WHHS Inst. Room
Mon. - Fri.	30-31 <sup>st</sup>	Full Band Camp (Woodwinds, Brass, and Percussion)	8:00 a.m. - 3:00 p.m.	WHHS Inst. Room

### August

Mon.	15 <sup>th</sup>	First Day of School	All Day	WHHS Inst. Room
Fri.	31 <sup>st</sup>	WHHS vs. Maize South	5:30 p.m.	WHHS Inst. Room

### September

Fri.	7 <sup>th</sup>	WHHS vs. Bishop Carroll	5:30 p.m.	WHHS Inst. Room
Mon.	10 <sup>th</sup>	Kansas State Fair	TBA	Hutchinson
Fri.	28 <sup>th</sup>	WHHS vs. Southeast (MS Band Night) (Homecoming)	5:30 p.m.	WHHS Inst. Room

### October

Wed.	3 <sup>rd</sup>	District Jazz Auditions	5:00 p.m.	Goddard HS
Fri.	19 <sup>th</sup>	WHHS vs. Kapaun (Senior Night)	5:30 p.m.	WHHS Band Room
Wed.	24 <sup>th</sup>	Southern Plains Marching Festival	TBA	Andover Stadium
Mon.	29 <sup>th</sup>	Band-O-Rama Marching Festival	7:00 p.m.	South HS

**\*\*Be Prepared for Post Season Football if necessary. These Games Will Be For a Grade.\*\***

### November

Sat.	3 <sup>rd</sup>	SCKMEA Instrumental Auditions	All Day	Andover Central HS
Tues.	6 <sup>th</sup>	Jazz/Orchestra Concert (MS Orch Night)	7:00 p.m.	WHHS Auditorium

### December

Sat.	1 <sup>st</sup>	SCKMEA Honor Band/Orchestra	All Day	East HS
Tues.	4 <sup>th</sup>	WHHS vs Kapaun (Pep Band)	5:00 p.m.	WHHS Gym
Thurs.	13 <sup>th</sup>	Instrumental Holiday Concert	7:00 p.m.	WHHS Auditorium
Fri.	14 <sup>th</sup>	WHHS vs North (Pep Band)	5:00 p.m.	WHHS Gym

*Spring Semester On The Back...*

# 2019 Tentative Schedule of Events

## January

Fri.	4 <sup>th</sup>	WHHS vs. Southeast (Pep Band)	5:00 p.m.	WHHS Gym
Sat.	5 <sup>th</sup>	KMEA All State Auditions	All Day	Salina-Lakewood MS
Tues.	8 <sup>th</sup>	WHHS vs. Bishop Carroll (Pep Band)	5:00 p.m.	WHHS Gym
Tues.	15 <sup>th</sup>	WHHS vs. West (Pep Band)	5:00 p.m.	WHHS Gym
Tues.	29 <sup>th</sup>	WHHS vs Northwest (Pep Band)	5:00 p.m.	WHHS Gym
		All City Orchestra Rehearsal	5:00 - 8:00 p.m.	East HS
Thurs.	31 <sup>th</sup>	All City Orchestra Rehearsal	5:00 - 8:00 p.m.	East HS
		All City Band Rehearsal	6:00 - 8:30 p.m.	North HS

## February

Sat.	2 <sup>nd</sup>	All City Orchestra Rehearsal	1:00 p.m. - 5:00 p.m.	East HS
		All City Band Rehearsal	8:00 a.m. - 2:00 p.m.	North HS
		Regional Piano Contest	All Day	Southwestern
Mon.	4 <sup>th</sup>	All City Band CONCERT	7:00 p.m.	Century II
Tues.	5 <sup>th</sup>	All City Orchestra CONCERT	7:00 p.m.	Century II
		WHHS vs. East (Pep Band)	5:00 p.m.	WHHS Gym
Fri.	8 <sup>th</sup>	WHHS vs. South (Pep Band)	5:00 p.m.	WHHS Gym
Fri.	15 <sup>th</sup>	Friends University Jazz Festival	TBD	Friends Univ.
Sat.	16 <sup>th</sup>	State Piano Festival	All Day	Wichita State Univ.
Thurs. - Sat.	21-23 <sup>rd</sup>	KMEA All State Band/Orch. Festival	All Day	Century II

\*\*Be Prepared for Post Season Basketball if necessary. These Games Will Be For a Grade. \*\*

## March

Tues.	5 <sup>th</sup>	Instrumental Pre-Festival Concert	7:00 p.m.	WHHS Auditorium
Thurs.	28 <sup>th</sup>	All-City Band DCA	All Day	WHHS F Hall
Fri.	29 <sup>st</sup>	All-City Orchestra DCA	All Day	WHHS F Hall

## April

Sat.	6 <sup>th</sup>	Regional Solo & Ensemble Festival	All Day	North HS
Wed.	10 <sup>th</sup>	State Large Group Contest	All Day	East HS
Tues.	16 <sup>th</sup>	Jazz-In-The-Round Concert	7:00 p.m.	Northwest HS
Sat.	27 <sup>th</sup>	State Solo & Ensemble Festival	All Day	Emporia HS

## May

Tues.	7 <sup>th</sup>	End of the Year Concert	7:00 p.m.	WHHS Auditorium
Mon. - Fri.	13-17 <sup>th</sup>	Drum Major & Leadership Auditions	2 <sup>nd</sup> Block	WHHS Inst. Room
TBA	TBA	Graduation	7:00 p.m.	Koch Arena

# Instrumental Music Contract

**(Must be turned in for a grade by Friday, August 24th for a 50 point Written Work Grade)**

Please initial the following statements regarding the policies and procedures of your student and the Instrumental Music Program of Wichita Heights High School. Signature of Student and Parent/Guardian is required at bottom of page.

\_\_\_ I have read the contents of the instrumental music handbook and understand the grading policies and expectations of a band and orchestra student at Heights.

\_\_\_ I understand that 80% of the student's grade is daily attendance and concert attendance.

\_\_\_ I understand policies in the music room regarding use of electronic devices, and understand the use of devices during rehearsals will result in loss of daily grade and the device will be turned in to the office.

\_\_\_ I understand that all absences from rehearsals are counted against the students grade. Even sickness! (Remember that only your semester grade is the final transcript grade.)

\_\_\_ All instrumental students are required to attend all performances. Work, vacations, slight illness, birthday parties, family celebrations, and other events are NOT excused and result in reduction of grade. While we understand situations arise, we have to be fair to everyone. Please make necessary arrangements now to adjust your schedule per the handbook calendar. Your students' attendance is necessary for high excellence in performance.

\_\_\_ Students need to be in attendance a half day to perform in any evening activity. Failure to report any absences prior to a performance may result in revoked privileges of future performances, all Heights and outside honor groups, auditions, and lettering.

\_\_\_ Students involved in activities outside of the school day (sporting event performances, festivals, field trips, etc) are EXPECTED to stay in good academic standing. Instrumental music students should not be appearing on the D/F list with the school. Mr. Kemp, Mr. Smith, and Ms. Tummons reserve the right to offer consequences necessary for not maintaining grades (in all classes) that will ultimately lead to a successful future.

\_\_\_ I understand that the four main CONCERTS are non-negotiable in attendance: Nov. 6<sup>th</sup>, (jazz band and orchestra), Dec. 13<sup>th</sup>, Mar. 5<sup>th</sup>, and May 7<sup>th</sup>. Other performances may occur for ensemble groups and will be given a two week notice and agreed upon in class before accepting a performance for that particular group.

Student: \_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

Date: \_\_\_\_\_

Parent: \_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

Date: \_\_\_\_\_

Parent/Guardian's Names: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone \_\_\_\_\_

**SCHOOL SPONSORED TRIP AND MEDICAL CONSENT FORM**

I hereby grant permission for my child to take a school sponsored bus trip for the instrumental music program. Also, I agree that in the event of an emergency, the sponsor of the group has my permission to seek the nearest qualified medical assistance.

\_\_\_\_\_ date

Parent signature

\_\_\_\_\_

Student signature

**THIS SHEET MUST BE RETURNED TO THE DIRECTORS BY FRIDAY, August 24<sup>th</sup>.**

I have read the handbook for the instrumental music program and I am aware of the obligations mentioned in said handbook.

\_\_\_\_\_

Student signature

\_\_\_\_\_ Mother's e-mail \_\_\_\_\_

Parent signature

Father's e-mail \_\_\_\_\_

\_\_\_\_\_

Student cell phone number

\_\_\_\_\_

Parent cell phone number

\_\_\_\_\_

Grade

\_\_\_\_\_

Date