

# Panther Creek Band

## Handbook



### Using This Handbook

This Handbook is intended to provide students and parents with a point of reference concerning the policies and procedures of the Panther Creek Band. Parents and Students are asked to read and become familiar with the contents of this handbook to avoid any conflicts or misunderstandings that might arise.

## ***Table of Contents***

<i>Purpose.....</i>	<i>page 3</i>
<i>Why Band ? .....</i>	<i>page 4</i>
<i>What is expected of you .....</i>	<i>page 5</i>
<i>The Importance of Procedures .....</i>	<i>page 6</i>
<i>Bands at Panther Creek .....</i>	<i>page 7</i>
<i>National Standards.....</i>	<i>page 10</i>
<i>Class Participation Policy.....</i>	<i>page 11</i>
<i>All-District Band.....</i>	<i>page 13</i>
<i>Concert Band Festival.....</i>	<i>page 14</i>
<i>Performance Attire.....</i>	<i>page 16</i>
<i>Attendance and Tardy Policy.....</i>	<i>page 18</i>
<i>Grading Policy.....</i>	<i>page 20</i>
<i>Award Opportunities.....</i>	<i>page 21</i>
<i>Band Officers.....</i>	<i>page 24</i>
<i>Rehearsal Facilities.....</i>	<i>page 29</i>
<i>Marching Band.....</i>	<i>page 31</i>
<i>Band Camp.....</i>	<i>page 39</i>
<i>Travel Procedures.....</i>	<i>page 43</i>
<i>Financial Responsibilities.....</i>	<i>page 44</i>
<i>Student Leadership.....</i>	<i>page 46</i>
<i>Student Conduct.....</i>	<i>page 48</i>
<i>How Can Parents Help? .....</i>	<i>page 52</i>
<i>Closing.....</i>	<i>page 60</i>

## Purpose

This handbook was developed to outline procedures and guidelines for The Panther Creek High School Band. There is plenty of information to give students and parents an idea of how we operate.

Students, (sometimes with the assistance of their parents) must understand their responsibilities as they relate to the expectations of the ensemble.



A good organization runs like a well-oiled machine. Our intention is to develop traditions and provide the students (who elect to work for the goal) the type of experience that will be rewarding, aesthetic and life enhancing.

Therefore the purpose of this handbook is to help everyone understand their responsibilities as well as make students and parents aware of the procedures followed in our organization.

The purpose of the Panther Creek High School Band Program is to educate young people through music performance. Time together will not be limited to purely learning about music, although that is the primary purpose. By your involvement in this organization, you will mature as a musician, student and as a person. The curriculum is cyclical in nature; while there is similarity from year to year, the comprehensive program encompasses four years of study. Individual development of character, esteem, teamwork and group accomplishment can be additional rewards of the program.



# Why Band?

Band is intrinsic. As with all art, it is about expressing oneself via a different and unique language. Much of academia is impressionistic, which requires a definitive skill of following instructions. Band adds to that requirement the option of self-expression.

Band is group effort. Members are required to shift from an I/Me reasoning to a We/Us concept. This means extending oneself beyond the normal considerations of much of our day-to-day living.

Instead of the logic being, “What’s in it for me?” it becomes, “What’s in it for us?” The values of cooperation, communication, concentration, correlation, and completion come into play at each rehearsal and performance.

Band builds positive self-worth. Although we share many similarities with our athletic counterparts, BAND is a place for everyone. Rarely is a person serving as an alternate or substitute. Everyone in the band plays a starting role.

Band is preparation for life. Through the discipline of MUSIC, we are developing a consistent understanding between the intellectual (cognitive) and emotional (affective)



thought processes. Band allows the person to create formulas that are directly transferable to other facets of life.

Although these four points may seem lofty in character, they make up the fundamental framework of a band program.





## Member Expectations:

### 1. DISCIPLINED

Understand the need for practice and make time for it on a daily basis. Attain academic excellence.

### 2. PUNCTUAL

Always be on time for class, rehearsals, and performances.

### 3. PERSISTENT

Understand that becoming a good musician is a process. It takes time. Work to improve on a daily basis.

### 4. POSITIVE

Attitudes are contagious. Be sure yours is worth catching. Smile and be a part of the solution not a part of the problem.

### 5. HONEST

Admit your limitations and mistakes. Take full responsibility for your actions. Do not lie, cheat, or steal.

### 6. RESPONSIBLE

You are young adults. Do not wait to be told the obvious. Do your part.

### 7. WELL-BEHAVED

Follow instructions the first time they are given. Be quiet, attentive, and in control of yourself. Respect your school institution.

### 8. PREPARED

Bring all materials to each class, rehearsal, and performance.

### 9. COMMITTED

Realize the impact your individual attitudes, actions, and performances will have on the group. Think of the band first. Meet financial obligations.

### 10. POLITE

Treat each other, teachers, parents, and administrators with kindness, courtesy, and respect.

### 11. MATURE

Think before acting.

### 12. PROUD

Remember who you are and where you are from. Take pride in yourself, your band, and your school. Celebrate success together.



# Procedures

## The Importance of Procedures

Policies and procedures are outlined in this handbook to ensure that all aspects of the band program run smoothly, and that each student has a safe, positive, and successful experience here. Attention to details and repetition will also yield success. **Please do not ask for exceptions to rules.** At times, unforeseen circumstances may warrant the modification of a policy. When these situations occur, modifications will be made on a case by case basis at the discretion of the band director.

## The Importance of Discipline

Because of the nature of the organization, band discipline must, of necessity, be strict. Band students maintain a highly visible profile both at school and in the community. Poor performance or behavior can cast an unfavorable light on the entire band. Students will be held responsible for their actions, attitudes and performances. Persons with severe or perpetual behavior problems will lose their privilege of being a Panther Creek Band member.

## Check Your Attitude

Many students do not realize the messages they communicate with their body language. Slouching in chairs, rolling eyes, and failure to make eye contact are all considered to be rude and disrespectful. In the Panther Creek Band, these actions cannot exist. Such behavior is inappropriate. BE NICE!

## I/Me vs. We/Us

Band is group effort. Members are required to shift from an I/Me reasoning to a We/Us concept. This means extending oneself beyond the normal considerations of much of our day-to-day living. Instead of the logic being, "What's in it for me?" it becomes, "What's in it for us?" The values of cooperation, communication, concentration, correlation, and completion come into play at each rehearsal and performance.

## A Word About Commitment

Membership in the band requires a definite commitment from students and their families. Successful school band programs require countless hours of work from each student. It is important for students to understand the necessity of time management. Individual practices without teacher pressure is critical. Time on task in class and at rehearsals will allow committed students to excel. A high level of commitment is necessary to weather the peaks and valleys of a yearlong band program. Calendars are essential. Purchase one that suits your needs and write all band dates down as soon as you receive them. Students should take caution when becoming involved in multiple organizations and activities. It is wrong to expect any program to lower its standards because you have over-committed yourself. Making wise choices based on your time, talents, and interests is a vital part of becoming an adult. Budget your time wisely.



## Private Teachers and Lessons

It is recommended that all students seek private lessons. These lessons will count as points toward the band letter and will be of benefit in developing your individual musical voice and will best prepare you for district honors. A good private teacher is perhaps one of the most valuable investments a parent can make for a child. Band directors are trained in the instruction of every orchestral instrument, but that knowledge cannot compare to that of a professional musician who makes a living playing one instrument. The entire idea can be likened to specialists in the medical profession.



Private teachers are excellent for the serious music student who wishes to grow faster, or for the average student who is having isolated problems which would benefit from the knowledge of a specialist.

## Bands at Panther Creek

### Wind Ensemble



Wind Ensemble (55-65 members) is an audition-only class featuring selected instruments. As a serious music student you will explore the art of music, from classical standards to pieces by contemporary composers. You will learn advanced technique and musical concepts. Students in the Wind Ensemble are typically Level III or IV and will receive Honors credit. Classes are for the most advanced students with previous musical knowledge and background. Additional work requirements are expected.

This ensemble is featured on the concerts and will perform at the NC Music Performance Assessment (MPA typically grade VI/Master Works).

### Symphonic Band



Symphonic Band (70 – 80 members) is an audition-only class featuring selected instruments. As a serious music student you will explore the art of music, from classical standards to pieces by contemporary composers. You will learn advanced technique and musical concepts. Students are typically level III and receive honors credit. Additional work requirements are expected. This ensemble is featured on the concerts and

will perform at the NC Music Performance Assessment (MPA typically grade V/VI).

### **Concert Band**

Concert Band (60 – 85 members) Students are typically level II and level III. The concert band is for the student with less musical experience, and will explore the art of music from classical standards to pieces by contemporary composers. You advance in individual technique and grow in musical experience and concepts in preparation for more in-depth study. This ensemble will be featured on the concerts and will perform at the NC Music Performance Assessment (MPA, typically Grade IV).



### **Jazz Improvisation**



This class is designed to be an advanced level course offering students a chance to develop knowledge and skills in: improvisation, jazz styles, theory, and composition. This ensemble will have many performances for Jazz Festivals throughout the state. The Jazz Improvisation class is an auditioned group. Auditions will take place in the spring, prior to registration.

### **Marching Band**

Students are selected for the marching band based on auditions held in the spring of the previous academic School year. Marching Band requires dedication, attendance and financial commitments. The Marching Band performs at all home football games in the fall as well as Saturday Marching Contests in October and November, various parades and other performances requested by our school or community. Students are required to attend Summer Band Camp, which begins approximately four weeks before school starts and runs for approximately two weeks. Students must also attend after school rehearsals. These are usually scheduled for Wednesdays from 3:00pm to 6:00pm through the end of the competition season. Attendance at Summer Band Camp, all rehearsals, ballgames, contests,





parades and other required events are mandatory. Fair share includes camp fee, uniform fee, and band T-shirts. Marching shoes and gloves are financial responsibilities that accompany membership in this organization. All students will be assessed band fees (Fair Share). Payments will be made on a regular basis throughout the fall to the PCHS Band Boosters.

## Jazz Ensemble



Jazz Ensemble-Co-curricular groups exist in jazz ensemble, combo and jazz improvisation. These groups play a wide variety of 20th century jazz and rock music. These ensembles are open to all grades (9<sup>th</sup> through 12<sup>th</sup>). Auditions will be held in early September for this ensemble and rehearsals will be after school. These are usually scheduled on Mondays 3pm to 5pm. Other rehearsals will be called as needed for performances.

## Colorguard/Winterguard

This Auxiliary is an art sport that incorporates body movement including dance and manipulation of equipment such as flags, rifles and other props. The visual effect of this group enhances the marching band performances.

The Color guard in the marching band is a vital part of the band's entire performance package. These young people must take the same serious nature about performance that the instrumental ensembles have to their playing. After marching band season, an optional winter

guard provides further study in the idiom and opportunity for additional competitions and exhibitions at indoor venues through the spring season. This ensemble includes auditions and separate fair share. The Indoor season begins in November and ends in March. All rehearsals are extracurricular and require Saturday performances.



## Indoor Percussion

This ensemble is an art sport that incorporates body movement and musical performance. This ensemble is an addition to the battery and percussion section of the marching



band. These young people must take the same serious nature about performance that the instrumental ensembles have to their playing. After marching band season, an optional indoor percussion provides further study in the idiom and opportunity for additional competitions and exhibitions at indoor venues through the spring season. This ensemble includes auditions and separate fair share. The Indoor season begins in November and ends in March. All rehearsals are extracurricular and require Saturday performances.

## Pep Band

Students will be given an opportunity to sign up for specific dates and events. These bands are usually smaller in size and are requested by other events such as soccer, basketball, and pep-rallies.



## Small Ensembles

Many students choose to participate in small ensembles in their free time. Rehearsal space and some music may be provided. Assistance from the director and staff may also be available when possible. But, primarily, this is a great chance for students to experience musical growth on their own or with their peers. The Solo and Ensemble Festival is held in the spring at various locations and provides the opportunity for performance of these groups.



## Pit Orchestra

Students will be encouraged to sign-up for the pit-orchestra for the spring musical. Instrumentation varies from year to year. There may be auditions if necessary. Rehearsals usually begin in February and continue into the spring. Students will be required to attend weekly after school rehearsals and a full week of evening rehearsals the week of the show.



Notes:

.

## **National Standards for Music Education**

1. Singing, alone and with others, a varied repertoire of music.
2. Performing on instruments, alone and with others, a varied repertoire of music.
3. Improving melodies, variations, and accompaniments.
4. Composing and arranging music within specified guidelines.
5. Reading and notating music.
6. Listening to, analyzing, and describing music.
7. Evaluating music and music performances.
8. Understanding relationships between music, the other arts, and disciplines outside the arts.
9. Understanding music in relation to history and culture.

## **Daily Procedure**

The following is the daily class procedure for all Panther Creek Bands:

- Band classes will begin each day with students arriving on time; prepared for class; with music, mouthpiece, reeds, sticks, mallets, pencil and instrument.
- Students should be in their assigned seat when the tardy bell has sounded.
- Students should warm-up properly.
- No one is to talk or leave his or her seat during class without permission.
- When the class ends, the director will dismiss you. The bell is not a signal to rush out of the room.
- Students will return all instruments and equipment to the proper storage areas. All cases should be latched and placed on shelves in assigned locations.
- Students are to help keep the band room clean and neat at all times. Trash

containers are provided in the band room. If in doubt: PICK IT UP, STRAIGHTEN IT, AND WIPE YOUR FEET!

## Class Participation Policy

All students are expected to play in band class each day. Class participation is an important part of your quarter grade (25%). Below are the “top four” excuses I hear for not playing in band class. Each excuse is followed by my policy on the subject.



1. Braces. Many students have braces and I realize that these can sometimes be painful, especially when the orthodontist tightens your appliances in the morning and you have band in the afternoon. I will work with you on this as long as I do not feel that you are taking the situation for granted. Follow your doctor's instructions. Gargle with warm salt water to help ease the pain. Usually one day is all that is allowed for brace pain.
  
2. “I Forgot My Horn.” These incidents will be handled on an individual basis. In short, if you are typically cooperative and responsible and this happens, I will withhold punishment and grade penalties. However, if this is a common occurrence, I will remove 2.2 points per day from your quarter grade. After school detention is also an option (in addition to the grade reduction). Students who do not have a horn on the day of a playing test risk receiving a zero for the assignment. Students who do not have a horn on the day of a challenge risk being moved to last chair.
  
3. “My Horn Is In The Shop.” If your horn is in for repairs, you must bring a note from the shop with the date taken, the work requested, the estimated pick-up date, and a shop phone number where I can confirm the repair. Students will be allowed two days without penalty for shop repairs. Three days or more will require the performance of a make-up contract when the instrument returns to school. Students, who fail to perform a make-up contract within five days of the return, will lose 2.2 points per school day from the quarter average, and receive a zero on all playing assignments. If the repair runs close to a performance, the student may be removed from the concert due to a lack of rehearsal time with the band. In this event, the student will be expected to attend the concert and play a jury consisting of the concert music in lieu of the missed performance. The jury must be performed within 5 days of the missed performance.
  
4. “I Don't Feel Good.” In general, if you are well enough to be at school, you are well enough to play. However, I realize that sometimes this is not the case. All incidents of this

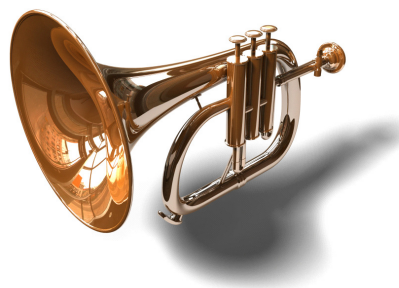


nature will be handled on an individual basis.

## Class Supplies

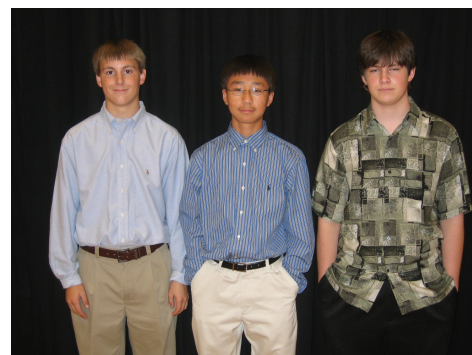
The following is a list of required class materials for students in the Panther Creek Bands. In general, everything you need to play your instrument.

- Reeds for all woodwind players. Size 3 – 3.5.
- Valve oil for brass players.
- Sticks and mallets for percussionists
- Instrument in good playing condition.
- Specified concert attire for all band members.
- A music folder (provided by the school to store only ensemble music).
- Composition book
- Pencil in class at all times.
- Parents are **STRONGLY** encouraged to purchase a step-up mouthpiece for your student. Please review the list and purchase the suggested mouthpiece for your child. . The mouthpieces listed are all that should be purchased. Please refer to the step-up mouthpiece section in this handbook.



## All District Band and Honors Band

Students may audition for seats in the CDBA (Central District Bandmasters Association) All District Band. Auditions are held the first Saturday after Winter break each year. Audition information will be posted in early October and a list of audition pieces can be obtained from the band director as early as May or June. A web-site is now available for obtaining the list of required music. (See web-site address below.) Students are then responsible for purchasing the music at a local music store. (See partial list of local music stores located in this handbook. These stores have offered discounts to our band students when using the coupons provided in this handbook.) Scale requirements, a prepared solo from the state list, and sight-reading are all part of the audition process. Students who score enough points will attend a two-day clinic at a selected high school in January. Students rehearse with a nationally known conductor and perform a concert on the afternoon of the second day. There is a nonrefundable audition fee and clinic fee. If you make the All-District band you will be required to participate in the All-District band weekend (Many times this date conflicts with the SAT tests.).



### Web-site...[www.nccdba.org](http://www.nccdba.org)

Based on scores, students may also win a seat to audition for the NC All-State Honors Band. This would be an extension of the district responsibility.

### Notes:

## State MPA (Music Performance Assessment)

The Panther Creek Concert/Symphonic/Wind Ensembles will attend the NC MPA held at a selected high school in March. At MPA, bands play a prepared program selected from a state approved list of graded pieces. A panel of judges evaluates the band's performance based on the following categories:

### TONE-INTONATION

- beauty chords
- blend melodic line
- control tutti

### TECHNIQUE-BALANCE

- articulation ensemble
- facility sectional
- precision
- rhythm

### INTERPRETATION- MUSICAL EFFECT

- expression artistry
- phrasing fluency
- style
- tempo

### OTHER FACTORS

- choice of music discipline
- instrumentation appearance

Following the performance of prepared pieces the band goes to a sight-reading room and performs for another judge. This judge evaluates the band's ability to perform a piece that has never been seen or rehearsed by the band. After sight-reading, all scores are sent to a tabulation room where they are averaged into a single rating for the band. The following five-level scale is used: I-Superior, II-Excellent, III-Average, IV-Below Average, V-Poor. It is the goal of each band to receive a Superior rating. Concert Contest is one of the most demanding and rewarding experiences in a high school band member's tenure.

**Band**

State of North Carolina  
Panther Creek HS Symphonic Band  
Level V  
David Robinson

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

Number of Players: \_\_\_\_\_

Teacher: \_\_\_\_\_

School: \_\_\_\_\_

Section: \_\_\_\_\_

Comments will grade prepared pieces, A, B, C, D, or E, or Superior, in the respective system. Comments must deal with instrumental principles and be constructive. Please include this in marked on music forwarded to tabulation.

**TONE (beauty, blend, control) (Musical - Sound quality)** ☒

Grade: Superior (beauty, blend, control) (Musical - Sound quality)

**INTONATION (beauty, blend, control) (Musical - Sound quality)** ☒

Grade: Excellent (beauty, blend, control) (Musical - Sound quality)

**TECHNIQUE (articulation, facility, precision, rhythm) (Musical - Sound quality)** ☒

Grade: Excellent (articulation, facility, precision, rhythm) (Musical - Sound quality)

**BALANCE (ensemble, balance) (Musical - Sound quality)** ☒

Grade: Excellent (ensemble, balance) (Musical - Sound quality)

**INTERPRETATION (expression, phrasing, style, tempo) (Musical - Sound quality)** ☒

Grade: Superior (expression, phrasing, style, tempo) (Musical - Sound quality)

**OTHER FACTORS (choice of music discipline, instrumentation appearance) (Musical - Sound quality)** ☒

Grade: Superior (choice of music discipline, instrumentation appearance) (Musical - Sound quality)

**Overall Score:** Superior

Note: The terms “Contest”, “State Contest”, “Concert Contest”, and “Contest Festival” all refer to the same event.

## Student’s Responsibilities for MPAPerformance

1. I am committed to giving my personal best performance on stage and in the sight-reading room.
2. I realize that this MPA Festival is a professional experience and that my behavior must be professional at all times.
3. Social time is before and after our time on Campus.
4. Anything or anyone cannot distract my personal focus time.
5. I will move quickly in loading and unloading of equipment.
6. I will not talk to anyone for any reason in the sight-reading room or while on stage in performance.
7. I will be responsible for all music, accessories, instrument and clothing for this performance.
8. I will follow in silent straight lines from the bus to the warm-up room.
9. I recognize the band director will give us important information at various times during the event and I will listen carefully to each instruction.
10. I will be completely dressed when the busses park at the designated high school.
11. Until the event is over, bathrooms are for emergency use only. Anyone going to the bathroom must be accompanied by a chaperone and must remain quiet.
12. We will enter the school, the warm-up room, the stage, the sight-reading room and the auditorium as a group. No strays please.
13. Silence from the bus to the warm-up room, from the warm-up room to the stage, from the stage to the sight-reading room, on stage and in the sight-reading room and from the sight-reading room to the bus.
14. Silence in the auditorium during other group’s performance. Not even a whisper!
15. Appropriate respect shown to other ensembles performing this day.





## Required Performance Attire

The presentation of our students in any performance is important. This organization stands for excellence and the appearance of our young people is essential to the presentation of the music we perform. Therefore, these specific uniform policies and procedures are in place for all members of this organization. We must work together to guarantee that the students of this organization are aware of these policies and procedures and properly wear and care for the uniforms of the Panther Creek Bands.

There are two types of dress with the band: indoor and outdoor. For indoor concert performances, the band will wear formal attire including: tuxedo shirts, cummerbunds and ties or concert black dresses. The outdoor dress will normally be band uniforms. On occasion, the band will need to wear band T-shirts for an event. Nice looking athletic shoes will also be worn with khaki shorts. (You will be informed in advance to which choice the band director has made.) Competition Band T-shirts are given to each student and the cost is incurred in the student's fair-share.

Students will be required to wear a standard outfit when performing with the Panther Creek Bands. When students dress alike it creates an atmosphere of class and dignity; it communicates a unified sense of purpose. Standard attire also prevents the occasional embarrassment caused when students have "unique" tastes in clothing. The following concert attire is required for all members of the Concert Band, Jazz Band, Symphonic/Wind Ensemble and any other Ensemble, excluding Marching Band.

## Required Concert Attire

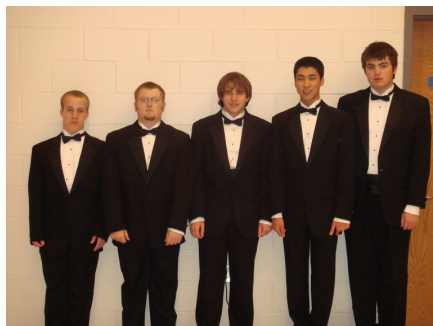
Students will be responsible for purchasing or renting a tuxedo, tuxedo shirts, cummerbunds and bow ties. **THE PANTHER CREEK BAND BOOSTER UNIFORM CHAIRPERSON WILL HELP YOU WITH PURCHASING YOUR CONCERT ATTIRE.** Information regarding the easiest way to purchase (in bulk through the band) will be given to all members. Students will also have to own black dress pants (or long skirts), black socks (hose) and black shoes (shoes may be ordered through the band).

**Ladies** in the performing ensembles have the option of purchasing, in lieu of the tuxedo ensemble, a long concert black dress. Students who select this option should describe the dress to the director before purchasing to guarantee that the dress is suitable for concert performances. As a general guideline, the dress should completely cover the shoulders with a sleeve and the chest should be modestly covered. The length of the hem should extend at least to the middle of



the calf. Further, no slit in the dress should be above the knee.

Gentlemen will wear a white (tuxedo preferred) shirt, black dress pants, black bow tie and black cummerbund; black dress socks and black dress shoes. Bow ties and cummerbunds may be purchased or rented through the band program.



Gentlemen's Concert Attire

ABSOLUTELY NO NAVY CLOTHING MAY BE SUBSTITUED. NO ATHLETIC, TENNIS, OR CROSS TRAINING SHOES WILL BE ALLOWED. NO HIKING OR CLIMBING BOOTS WILL BE ALLOWED. NO JEANS (OF ANY COLOR) WILL BE ALLOWED.

STUDENTS WHO DO NOT FOLLOW THE GUIDELINES FOR CONCERT DRESS MAY NOT BE ALLOWED TO PERFORM WITH THE ENSEMBLE AND THUS WILL NOT SATISFY THE PERFORMANCE COMPONENT OF THEIR QUARTERLY GRADE.

## **Excused Rehearsal and Performance Absence**

Students who miss evening rehearsals or performances due to serious illness (under a doctor's care), or extreme personal tragedy (death in the family, etc.) will be excused from a grade reduction. Students are expected to return to school with a note from home signed by a parent or guardian. A doctor's note may also be requested. Students should see band director for a make-up work to be completed in lieu of the missed obligation.

Note: Student work schedules are not excused absences. Schedule band dates with your employer ASAP! Band is a class and the performance is the culmination of an entire

semester's work. Unless you can convince the members of your band, the audience, and your director to do a repeat performance, you cannot possibly simulate actual concert conditions. Think before you act!

## Attendance and Tardy Policy

### Attendance

1. All band members are to attend each scheduled rehearsal. This course requires additional time outside of school hours for rehearsals and performances.
2. Be on time.
3. Whenever possible, please notify director of absence in advance.
4. All absences from rehearsals or activities must have a written note explaining excuse.

### The following will be used to determine code of absences:

1. Student is sick-must have a note for the band director from parent, doctor, or school.
2. Death in immediate family- must have a note for the band director from parent.
3. Any necessary absences for other Panther Creek High School activities may be allowed with prior approval from the band director. It is the student's responsibility to use the best judgment possible in making these decisions.
4. Each performance is a percentage of each student's grade. Absences from performances will affect your quarterly grade.

All other absences will be considered unexcused. Without your presence, the entire band suffers, and we no longer exist as a superior band. Absences from any performance will affect point totals toward band letter.

### Tardiness

A tardy student is a student who is not in his seat prepared for class when the tardy bell rings. Tardy students waste the time of the whole group. The first tardy will result in a student warning; the second, a student warning with a parent contact; the third, a student warning with a parent contact and lunch detention; the forth; administrative referral.

Class participation grade will be affected due to chronic tardiness.

Young people must realize that the world runs on a clock. There is nothing more detrimental to a smooth running organization than a tardy person. A band rehearsal or performance requires everyone to be present and on time. This simply explained means:

*IF YOU ARE EARLY, YOU ARE ON TIME.  
IF YOU ARE ON TIME, YOU ARE LATE,  
AND  
IF YOU ARE LATE, YOU ARE "OFF THE JOB"*

Students who are late for their concert call times will be disciplined as follows:

- 5 minutes late-10 points deducted from the concert grade.
- 10 minutes late-20 points deducted from the concert grade.
- 15 minutes late-30 points deducted from (or more)-the concert grade and exclusion from the performance. You must however, stay for the concert.

## **Concert Etiquette and Procedure**

All members of the Panther Creek Bands are expected to conduct themselves with class and dignity at all times (whether on the stage, waiting in the hallway to enter the auditorium, or seated as a member of the audience). Students should remember that concerts are our chance to make a positive impression upon the public. Your good behavior and best performance are critical to that goal. The following guidelines apply for all concert performances:

- Arrive on time. Do not play your instrument until your band is called for warm-up and tuning.
- Each band will warm-up in the designated room. Students should wait patiently and quietly in the band room until your band is called for warm-up and tuning.
- After tuning, each band should line-up in the hallway outside the band room (without talking). Do not undo a semester's work by embarrassing yourself before you play!
- Each band will be called to the stage in the order of performance. Students should enter the auditorium quickly and quietly (your audience is waiting and watching). Once you are on stage, remain standing and check to see that there is a seat behind you.
- After your performance, you will leave the stage to be seated in the audience for the remainder of the concert. You may not leave early (this is extremely rude) and you may not talk. Give the band on stage the respect that you would want.
- Students will be expected to stay after the concert to help return all chairs, stands, and other equipment to the band room. The stage, dance room, chorus room, and the band room must be clean and ready for the next morning's classes.

Note: Students who leave the concert before its conclusion will receive a zero for the concert grade. Students who talk during another band's performance will be punished accordingly. Disrespectful and/or rude behavior during concerts will not be tolerated!

## **Disciplinary Rules**



All disciplinary action is given as a result of poor judgment by a student band member. The band director will assess each situation and give an appropriate punishment for each offense. Refusal to comply with disciplinary action may result in permanent suspension from all band activities and performances.

## **Grading Policy**

All students enrolled in Panther Creek Bands will be graded for work completed in class and their progress as instrumental musicians. Grading policies have been developed in cooperation with directors from some of the finest programs in our state. These policies have been designed to ensure that the grade report clearly and accurately reflects the performance quality of each student in the program. These policies further ensure that the band experience is fair and equitable to all that participate. Below is an explanation of the grading formula used for each quarter. All students' averages are based on these categories:

30% \* Participation in all performances, after-school rehearsals and events

30% \* Tests/Quizzes (playing and written)

15% \* Assignments/Homework

25% \* Daily class participation (demonstrated preparation for each class)

## **Academic Expectations**

The study of music through performance still is an academic class. There are homework assignments, expectations for class participation and performance obligations (outside the school day) that will all factor into the grade students receive in this course.

Extra Credit- Extra credit is in the form of POINTS that are accumulated to earn a school letter. Students, who participate in private lessons, audition for all-district band, participate in extracurricular music ensembles and assist with the administration of Panther Creek Band duties, are given these credits/points. Other opportunities may include, writing music, online courses in music theory, participation in area honor bands, out of school ensembles, or solo and ensemble festivals, to name a few.

### **PCHS Grading Scale:**

A 93-100

B 85-92

C 77-84

D 70-76

F Less than 70

### **Semester Exams**

In accordance with our Superintendent's directive, all high school students will be required to take semester examinations in all classes. Band exams usually consist of a written and playing component.

## Awards Opportunities

Awards are presented each year at the Band Banquet held in May. Hosted by the Band Boosters Organization, this Banquet is open to all members of the Panther Creek Bands and their families. Students are recognized and awarded for demonstrating the highest levels of performance, pride, maturity, respect, commitment, work ethic, and responsibility. The following is a list of awards opportunities for members of the Panther Creek Bands.

### Governor's School

The Band Director may nominate any student that has the qualifications of the North Carolina Governor's School music program. This is a lengthy process and involves testing and auditions. Once the student is accepted into the program, he/she must commit to six weeks of study at the East or West location. This program is for the "talented and academically gifted" students of North Carolina and is free to those who qualify. For more information on this program, please contact the band director or the school guidance office.

### The Leadership Award\*

This award is given to the student that has demonstrated Outstanding Leadership skills throughout the year.

### Esprit de Corp Award\*

This award is given to the student that has demonstrated great character, and pride in the band throughout the school year.

### Instrumental Achievement Award\*

This award is given to students that have demonstrated artistic proficiency on their instrument and has shown significant improvement throughout the school year.

### The John Philip Sousa Award\*

The John Philip Sousa Award is a nationally renowned award and is given annually to a student who displays the highest level of artistic proficiency on the instrument. Other considerations include personal character, commitment to the band, scholarship, and service.



### The Louis Armstrong Jazz Award\*

The Louis Armstrong Jazz Award is a nationally renowned award given in recognition of outstanding achievement by an instrumentalist in the field of jazz, as demonstrated through superior musicianship character, and individual creativity.

\*ENGRAVED CONTINUATION PLAQUES ARE KEPT IN THE BAND TROPHY CASE AT THE SCHOOL TO COMMEMORATE THESE AWARDS

“One can never consent to creep when one feels the impulse to soar.”

## The Panther Creek Band Letter

PCHS Letters were given out for the first time in 2006-07.

Letters are given to students who exhibit the highest levels of motivation and personal commitment to the Panther Creek Band Program. You will have the opportunity to earn this letter for participation and achievement in the band program. Points are earned by demonstrating on a consistent basis your commitment to the organization.



YOU MUST REACH 350 POINTS DURING YOUR TENURE IN BAND TO RECEIVE A LETTER.

You will receive credit/points as follows:

- 60 Symphonic Band
- 50 Concert Band
- 50 Marching Band
- 25 Jazz Band
- 30 Musical Orchestra
- 30 Winter Guard
- 30 Winter Drum line
- 10 Squad Leader
- 10 Section Leader
- 10 Marching Band Captain
- 10 Band Officer
- 10 Central District Auditions
- 10 Central District Band
- 5 UNCG Honors Band
- 5 UNCCH Honors Band
- 10 All State Honors Band
- 20 Private Lessons
- 20 Summer Camps (Previous summer)
- 20 Governor's School
- 10 Outside music organization (i.e. TYP, Brass Band, Church Band...) Must Be Approved

You will have the opportunity to earn additional awards on this point system as follows:

- Bronze Star      450 points

- Silver Star        550 points
- Gold Star         650 points

Points can be earned for other activities with prior approval of the band director. This total may reflect points earned at another high school with a letter of confirmation from your school's band director.

Points may be subtracted for unexcused absences or serious discipline issues. Eight points per infraction will be deducted. A form will be given to all students to fill out and return so that points can be tallied and all the information supplied can be verified prior to the Band Awards ceremony.

If the student already has earned a Panther Creek letter from another activity, then a band pin is awarded.

### **Participation Beads**

Given for each year of service to the marching band program.

### **Section Leader Certificates**

Given for completion of a leadership position of the Panther Creek Band.

### **Squad Leader Certificates**

Given for completion of a leadership position on the field during the marching season.

### **Officer Certificates and Medallions**

Given for completion of a leadership position during the year for the total band program.

### **Students selected for these honor bands receive a certificate:**

- UNC Honor Band
- UNCG Honor Band
- Central District Honor Band
- All-State Honor Band

### **Certificates are also given for:**

- Rookie of the Year
- Most Valuable Woodwind
- Most Improved Woodwind
- Most Valuable Brass
- Most Improved Brass
- Most Valuable Percussion

- Most Improved Percussion
- Most Valuable Color guard
- Most Improved Color guard
- Governor's School Alumni (from previous summer)

## **Band Officers**

Band officers serve the total band program for one year. Each spring the band will choose a president for the next year's band. The Panther Creek Band members will elect:

- President
- Vice-President
- Secretary/Treasurer
- Librarian



It is of the utmost importance that all band officers, section leaders and marching leaders uphold the highest tradition and spirit of the band.

Each ensemble will elect one or two representatives to serve as the librarian for their ensemble and to represent their group as needed.

## **Elected Student Leaders**

The Band President is the principal student officer in the Panther Creek Band Program. Members of the band elect this student. Always one of the first to arrive and the last to leave, the President offers assistance in every function of the program. Only juniors and seniors may hold this office.

Band officers serve the total band program for one year. Each spring the band will choose officers for the next year: President, Vice-President, Historian/Treasurer and Secretary/Librarian. It is of the utmost importance that all band officers, section leaders and marching leaders uphold the highest tradition and spirit of the band.

## **Officer Duties**

**President** – The president will organize and preside over all band meetings. The president's duties are to serve as a link between the band and the director and to oversee all activities of the band. The President serves as a voting member of the Band Booster Executive Board. The president of the band supervises all duty assignments.

**Vice President** – The vice president will assist the president. The primary responsibility of the V.P. is the organization of all Concert and Marching Attire. Other responsibilities include publicizing and advertising all band events, presiding over meetings in the president's



absence, acting as social chair and supervision of student equipment crew(s).

Secretary/Librarian – The librarian will be responsible for organizing and maintaining the music library, for the distribution and collection of all music, and controlling the instrumental loan operation and working with the copy people in the school library.

Treasurer/Historian – The secretary/historian will be responsible for student entries to the corresponding secretary of the band boosters and entries to the band booster chairperson who manages the band web-site. Other responsibilities include: attendance keeping and record keeping of student point totals. (with booster volunteer help), any written correspondence (get-well cards, thank you notes, and sympathy cards), and will use the band computer for updating student data and/or forwarding this information to the appropriate person. He or she will be responsible for collecting or disbursing money from the school funds on the few occasions this is necessary.

**BAND OFFICERS MAY SEEK OUT OTHER MEMBERS OF THE BAND TO ASSIST THEM WITH THE DUTIES AT HAND.**

“To whom much is given, much is expected.”

Saint Luke

## **Changing Instruments**

Students can be challenged with new instruments.

Some students will be allowed to change instruments so that our band can have a full instrumentation. This is a perfect opportunity for students to learn to play a new instrument. Typically woodwind players switch to woodwinds, and brasses switch to brass. Our band needs multiple players on the following instruments: tuba, baritone, French horn, baritone saxophone, contrabass clarinet, bass clarinet, bassoon and oboe. Students may not switch instruments without the permission of the band director.

## **School Owned Instruments and Equipment**

PCHS owns many of the larger instruments. Students who wish to switch instruments or who have expressed a financial need may use a school owned instrument when available. Instruments are assigned on an individual basis at the discretion of the director. These instruments are extremely expensive and are purchased on a limited budget. Always be sure to keep cases latched and clean. Cases with wheels should be carried when outside the building. Students who use a school owned instrument must sign a loan contract before any instrument can be used. The school system pays for all routine repairs and maintenance (stuck valves, sticking slides, etc.). The student, however, is financially responsible for damage to the instrument (dents, broken tubing, curled bells, etc.). Abuse or poor treatment of equipment cannot be tolerated. The student will be fined for repair. (This includes color

guard equipment.) These instruments must be properly cared for and maintained at all times. Every instrument will be collected either at the end of the spring term or when the student no longer needs it.

ALL SCHOOL OWNED INSTRUMENTS SHOULD DISPLAY THE NAME OF THE USER ON THE CASE.

### **Take Your Horn Home**

Students are required to practice each school night. As such, no instrument should be left in the storage room overnight, on weekends, or on holidays. Students who leave instruments at school overnight do so at their own risk. The school's insurance does not cover the loss of or damage to student property.

### **Purchasing New Instruments**

Many times as a student's interest in and commitment to band intensifies, parents seek to purchase a higher quality instrument. There are three basic types or "grades" of equipment.



- **Beginner.** Used by elementary and middle school students. These instruments are designed with the smaller child in mind and will withstand a moderate amount of abuse.
- **Intermediate.** Usually played by high school students or advanced middle school students. These instruments are of a higher quality than beginner models and are built for the older student. They will have nicer features and will not take as much abuse as a beginner model. A significant improvement in sound quality can be noticed when the student moves to this level of instrument.
- **Professional.** Used by serious music students, college music majors, and professionals. These instruments are of the highest quality and craftsmanship and will not take any abuse from the player. They produce the truest symphonic sounds and cost substantially more than beginner models.

Parents who wish to purchase a new instrument should feel free to contact me at school. I will be happy to suggest a make and model that will suit your child's needs.

Note: When step-up or professional instruments are purchased, it is strongly suggested that the beginner model be kept for use during Marching Band.

### **Step-Up Mouthpieces**

All students are encouraged to purchase step-up mouthpieces for their instrument. They

cause a noticeable improvement in the quality of sound produced by the player and are an appealing option when compared to the cost of a step-up or professional grade instrument. A beginner instrument with a step-up mouthpiece will often sound like a professional horn. A professional horn with a beginner mouthpiece will sound like a beginner horn. A complete list of recommended mouthpieces is given below.

### **Suggested Step-Up Mouthpieces**

- Clarinet Vandoren B-45 (\*with a Rovner ligature) \$80.00
- Bass Clarinet CM 344 (\* with a Rovner ligature) \$173.00
- Alto Saxophone - Selmer C\* or Meyer 6 or Vandoren A45 (\*with a Rovner ligature) \$123.00
- Tenor Saxophone – Meyer 6 or Otto Link 6 or Vandoren T25 (\*with a Rovner ligature) \$138.00
- Baritone Saxophone - Selmer C\* or Vandoren B25 (\*with a Rovner ligature) \$244.00
- Trumpet Bach 1 ½ C, 3C or Benge 3C \$45.00
- French Horn Holton Farkas or Schilke 30 \$43.00
- Baritone Bach 6 ½ AL (check shank size) \$58.00
- Euphonium Bach 6 ½ AL (check shank size) \$58.00
- Trombone Bach 6 ½ AL (check shank size) \$58.00
- Tuba - Bach 18 or Helleberg \$73.00

\*Rovner ligatures range in price from \$23.00 - \$27.00

Note: All prices listed are approximate quotes. Parents are encouraged to check with several stores to find the best prices on mouthpiece purchases.

Note: Students should not accept substitutions from music retailers without first checking with your band director. Be safe; buy the mouthpiece listed for your horn.

### **Percussion Equipment**

Percussion students are responsible for the purchase of sticks, mallets, and a mallet bag. A list of suggested purchases is given below.

#### **Required Percussion Equipment**

Mallet/Stick Approx. Cost

- Stick Bag \$20.00 - Use: Protect sticks/mallets
- Vic Firth SD1 General Snare sticks \$8.00 - Use: Snare Drum
- Mike Balter yarn wound mallets (rattan shaft preferred) \$25.00 - Use: Bells, Xylo. and Cymbals
- Timpani mallets (recommended Vic Firth T1 General) \$25.00 - Use: Timpani

Note: All percussion students will learn to play bells, xylophone, and timpani. Please buy the mallets!

## Music Stores

The following is a partial list of the music stores in our area. These are all reputable dealers with factory backing who offer a variety of goods and services. Your local yellow pages list additional retailers.

Marsh Woodwinds

Music & Arts Centers  
426 Crossroads Blvd.  
Cary, NC 27518  
Instrument sales/rentals/repairs, sheet music and method books  
854-0024  
[www.MusicArts.com](http://www.MusicArts.com)

Burrage Music Company 872-0211  
4900 Green Rd., Raleigh, NC  
Instrument sales, repairs, sheet music and method books  
[www.burrage.com](http://www.burrage.com)

Burt Music 469-2922  
1341 Kildaire Farm Rd., Cary, NC  
Instrument sales, repairs, sheet music and method books  
[www.burtmusic.com](http://www.burtmusic.com)

Music Go Round 851-2252  
421 Crossroads Blvd., Cary, NC  
Used instrument sales, repairs and accessories  
[www.musicgoround.com](http://www.musicgoround.com)

Rental programs can be advantageous for young players due to the fact that they allow for the students' growth. A good rental plan will allow the student to trade up in size as their needs change. Take this into consideration if you are planning to buy a used instrument. It may save you some money in the long run.

## Notes:

### Rehearsal Facilities and Rules

All band classes at Panther Creek meet in the band room. We are fortunate to have one of the finest facilities in our area. The band room is situated in a music suite arrangement. The facility includes rehearsal space, director's office, a music library, instrument storage rooms, a uniform storage room, and practice rooms.

### Offices

The Band Director's Office is located in the music suite. This office is off limits to students unless they have permission to enter. Students are not to be in the office in the absence of the director.

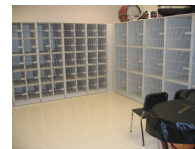


### Music Library

The Music Library is located in the music suite. It is used to store music and teaching supplies. Students should have permission from the director before entering this room. Students are responsible for music on loan to them.

### Instrument Storage Room

The instrument storage room is located beside the band room and is used to store band instruments. Students are encouraged to label their locker and attach a lock. All combinations will be collected and retained by the band director.



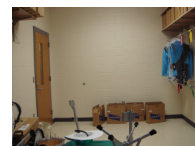
### Storage Room/Workroom

The workroom is located inside the music suite. Students need director's permission to enter this room. They must remain locked at all times.



### Uniform Storage Room

The Uniform Storage Room is located in the music suite. This room is used to house our school's band uniforms, hats, plumes, and our band's rental concert dress attire. Only Band Booster Uniform Committee Volunteers and the band Quartermaster are allowed in this room.



### Piano(s)

We are fortunate to have both an acoustic and an electric piano. These are delicate and

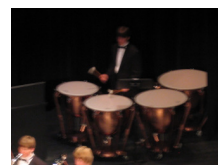


expensive instruments and with care they will last a long time. Students with permission of the band director may use a piano. ASK FIRST!

### **Percussion Battery**

Large concert percussion instruments are located to the back of the band room. Only percussion students should be in this area.

Percussion students are not to play these instruments without the correct stick, mallet, or indicated implement. Percussion students should see that all auxiliary equipment; sticks, mallets and music are stored properly after each rehearsal. Percussion students should also make a quick daily check of all percussion instruments and notify the band director of any damage or repair needs.



### **Stereo/Tuner**

Students with permission of the band director may use this extremely expensive piece of equipment. ASK FIRST!

### **Chairs and Stands**

Do not lean on, prop on, lie on, write on, stand on, or abuse the chairs and stands. REMEMBER, IF YOU BREAK IT, YOU BUY IT!

### **Things to Remember**

- Instruments only on shelves in storage room.
- No food, drinks or chewing gum are permitted in the band suite at any time.
- No writing or defacing of music suite walls and music stands.
- Panther Creek High School campus, including the band suite, is smoke free.
- Do not leave any personal items in the band suite at any time. Personal items left in the band suite are left at the student's own risk and may result in the items being donated to a charitable organization after a reasonable length of time and fair warning.
- All instruments should leave the band suite daily for home practice.
- All items in storage areas are off limits to students unless the director grants permission. This includes all instruments in the storage room, all music in the library, all colorguard equipment, all booster related items, all percussion supplies and equipment, all uniforms, the stereo, and instruments that belongs to other students.

## Notes:

### The Marching Band Program

“Opportunity is missed by most people because it is dressed in overalls and looks like work!”  
Thomas Edison

Students are selected for the marching band based on auditions held in the spring of the previous academic school year. Marching Band requires commitment, attendance and financial responsibilities.

#### Philosophy

The band is an important part of “Friday Night” football games in most parts of the country and certainly at Panther Creek High School. The Panther Creek Band serves as the musical link to our community and as such represents the finest things about Panther Creek High School in everything we do as a group. All individuals must conform to our policies so that our group can do its job in an excellent manner, provide for the safety of all members of the band and make it possible for the group to move efficiently and quickly.



#### Performance Procedures

The Marching Band performs at numerous public and school-related events and represents Panther Creek High School. The highest levels of discipline, commitment, and conduct will be expected of all members. The following performance procedures have been established to help maintain the proper impression of our school and our band program in our community.

These guidelines are in place for Panther Creek football games, competitions, parades, and as needed.

1. The Panther Creek High School home football games will be played at the Panther Creek High School stadium.
2. All games begin at 7:30 p.m. and band students will have a report time, which will be

- posted for each game. Arrival times will generally be between 5:45pm and 6:15pm.  
(SUBJECT TO CHANGE)
3. Students will arrive at school on time to dress, have inspection, warm-up, and tune with the band. All students should arrive in lightweight gym-type shorts and a band T-shirt as specified. Students will be given their band uniform and hat as outlined in the uniform distribution plan listed in this chapter.
  4. Feathers will be issued before a show and collected after each performance by a “gloved uniform person” only.
  5. Squad leaders are responsible for getting music to the music boxes for stand performance.
  6. All band instruments and equipment must be sparkling and “ready to go” for inspection.
  7. Allow time to complete this task.
  8. No band member is permitted to leave the organization in advance of group dismissal at any time, unless excused by the director. (A note from parents is needed.) Following pre-game at home games; the band will leave the field and move to the staging area beside the stadium.
  9. Students will be dismissed by section to take their seats in the designated band area in the stands.
  10. Do not move out of your assigned section in the stands.
  11. At home games no one individual is allowed to go to the restroom except for emergencies.
  12. Plan ahead. Students will be escorted by chaperones when a trip must be taken to the lavatory.
  13. No one is allowed in the band seating area except band members, parent chaperones on duty, and guests of the director. Alumni who may return from time to time are always welcome. Friends are not allowed in the band stands for any reason.
  14. Students are only allowed to have food and drink in the stands (while in uniform) that the chaperones provide. **DO NOT ASK PARENTS OR FRIENDS TO PASS FOOD OR DRINK INTO THE BAND SEATING AREA. PLAN ACCORDINGLY.**
  16. Hold on to your instrument at all times and stay seated in your designated section.
  17. Attention should be given to the Band Director/Drum Major when they are in front of the band as cues to play come quickly.
  18. We will play only as a group while in the stands. Solo performance is strictly forbidden. However, sections are encouraged to work up brief musical selections to aid in the support of group spirit. These “cheers” must be approved prior to the start of the game.
  19. No inappropriate cheers are allowed. (i.e. un-sportsman-like or vulgar)
  20. In order to move in an organized fashion, we must be able to give instructions in a rapid manner. Everyone will listen to the Band Director, Band Staff, and Drum Majors when instructions are being given.
  21. The band will enter and exit as a unit in parade formation to cadence through the stadium gates as designated by the band director. Parent volunteers (pit crew, uniform crew and chaperones) must enter with the band and should be wearing the blue band booster shirt. A nametag must also be visible on the outside of the clothing at all times. Exiting the field in formation after a show.
  22. No one should ask to be dismissed from the stands, unless



- excused by the band director. (A note from parents is needed.) This is a safety issue. Please do not ask!
23. Once the band has returned to the band room, students will wait at attention for dismissal by the band director.
  24. Students will change clothes, return uniforms and hats, clean the band room and any other chores that are required for dismissal. Only then are students allowed to leave.
  25. Please remember only band students and chaperones for that event may enter the band room after ball games. This is a matter of safety and crowd control. All friends and family must wait outside until you have been dismissed. There is very limited space and your cooperation is expected.
  26. All equipment must be stored properly following each performance. The chairs and stands should be straightened and the dressing areas should be clean and ready for classes. **NO ONE WILL BE DISMISSED UNTIL THE MUSIC SUITE IS CLEAN.**
  27. Away Games. At this time the Panther Creek Band does not regularly travel to away games. If and when (on occasion) there is that expectation, the Panther Creek Band will participate.
  28. **ATTENTION MEANS ATTENTION!**
  29. All performances are mandatory. If you are unable to attend a performance, you must provide a written excuse in advance. Personal illness, a death in the family, a wedding, and religious holidays are usually the only legitimate excuses for missing rehearsals or performances.
  30. Please be aware of your high profile while in uniform. Remember that your actions cast a direct reflection upon your school and your band. Please remember: no foul language, no rude gestures, and no public displays of affection (the infamous PDA'S), any horseplay, and absolutely no unsportsmanlike conduct.

### **If It Rains**

Rain is a significant threat for any band that performs out-of-doors. Rain destroys instruments and damages uniforms and equipment. Our priority in bad weather will be to protect our student's instruments and all school owned instruments and equipment. The following procedure will be followed in the event of bad weather.

### **Home Games**

The band will wait in the band room until half time. If the rain has stopped, we will perform. If the rain has not stopped by half time, the band will be dismissed to leave.

### **During A Game or Performance**

The band will leave the stadium immediately. When we return to school/band room, remove muddy shoes and begin drying down instruments and cases. Swab all woodwinds thoroughly. Uniform coats and pants will be hung neatly on the hangers and placed on the racks to dry.

### **Uniform Regulations**

Marching Band members will be issued a uniform at the beginning of the school year and each student will have this uniform assigned to them for the duration of the school year. (Students who have growth spurts should contact the uniform chairperson for a refitting.) Uniforms are custom fitted to each member by the uniform committee. Every student will meet with the uniform committee to be properly fitted for band uniforms before, during, or after band camp. Students will be issued a uniform for performances and they will be expected to have minor alterations done to guarantee a proper fit. For this purpose, the uniforms will be sent home with students.

ALL HEMMING SHOULD INVOLVE SEWING—NOT—CUTTING. PLEASE DO NOT CUT THE HEMS OF THE JACKET CUFFS AND PANT CUFFS.

### Guidelines for alterations

1. The hem of the pants must be 2" off the floor with shoes on.
2. Sleeves must rest on the wrist bone when the arm is at the student's hip.

### The Uniform

The Panther Creek Marching Band Uniform currently consists of: a "columbia" blue coat, with a white collar and black and white wings, black and white baldric, black bib (over-all) type pants, 2 pair of gauntlets (white with black trim and a silver button), white "aussie" hat, trimmed with silver mylar, black ban and white, double ostrich feather.



- **Shoes** - Members of the band must have appropriate footwear. The marching band uniform requires every student to own a pair of black marching shoes. The band will wear DINKLES brand marching shoes and can be ordered through the Panther Creek Band Boosters. These shoes are easy to care for and should be cleaned and polished for each performance.
- **Gloves** - Students can purchase new gloves from uniform chairperson. The gloves may be kept in the hatbox, but they should be taken home and washed REGULARLY. Black socks, black shoes and white gloves must be purchased by the member. The fingertips of the gloves may be cut off for some instruments.
- **Color guard costumes** are designed for specific shows each year. (See Color guard section at the end of this chapter for more details.)
- **Storage** - Uniforms are to be kept on the campus of Panther Creek High School. There may be occasional exceptions to this statement. When uniforms are in the care of the student, it is their responsibility to properly take care of the uniform and all of the accessory parts given out. The band uniform garment bag should be used to transport uniforms at all times. Students should follow these guidelines regarding uniform maintenance and wear and distribution.
- Students should be especially careful of their conduct while in uniform. There should be no rude gestures, no profanity, no public displays of affection, no horseplay, and absolutely no unsportsmanlike conduct. Your behavior and public image must always speak of the pride you have in your school and for this organization. THINK BEFORE YOU ACT!



- The band will dress either on-campus or off-campus for performances.

## Inspection Issues

Uniform inspection will be held before performances. All areas of inspection must be passed. The following is the checklist used for uniform inspection. One point is deducted from the semester Marching Band grade for each infraction. Students with multiple infractions risk being removed from the performance.

### UNIFORM INSPECTION CHECKLIST

- STUDENTS MUST HAVE ON BAND T-SHIRT AND GYM SHORTS



- HAIR UP AND OFF THE COLLAR
- HAT FLAT ON TOP OF HEAD/CHIP STRAP IN PLACE
- BUTTONS (NONE MISSING)



- COLLAR CLIP SECURED
- ZIPPERS CLOSED PROPERLY
- BALDRIC TOUCHES THE WING ON THE RIGHT SHOULDER



- PANT HEM NEAT AND SECURED
- BLACK SOCKS
- SHOES CLEAN AND POLISHED
- GLOVES CLEAN
- NO EXCESSIVE MAKE-UP
- NO JEWELRY
- INSTRUMENT CLEAN AND IN GOOD REPAIR

- STICKS/POLE TAPED (PERCUSSION AND GUARD)

### **Rules for Wearing the Uniform**

1. The golden rule: WE ARE EITHER ALL IN UNIFORM OR ALL OUT OF UNIFORM.
2. When in doubt, keep it zipped.
3. No informal hats may be worn with the uniform at any time.
1. Students are to have white gloves for all performances.
4. Feathers will be collected after each performance.
2. Students must wear a comfortable pair of lightweight gym shorts under the uniform pants and a band T-shirt with sleeves under the jacket.
5. Every student will wear black socks and black DINKLES style marching shoes while in uniform.
6. No food consumption while in uniform and only water to drink. The only exception to this rule is when a chaperone gives you the treats provided for you during a football game or special event.
7. Students will be held financially responsible for lost or damaged uniform parts.
8. Keep all the uniform and all accessory parts hung in the uniform garment bag when not in use.

### **Cost Breakdown of the uniform and parts.**

Jacket \$100.00  
 Pants \$40.00  
 Baldric \$30.00  
 Hat \$40.00  
 Plume \$25.00  
 Gauntlets \$30.00

Total Uniform \$265.00

Students will be fined for excessive wear and tear on the uniform and the accessory items.

### **Uniform Dressing Procedures**

All uniform items issued that belong to the band are numbered. Your numbers can be found on the tag that is on your garment bag. It lists your jacket, pants, hat, and uniform bag numbers, which can also be found inside the item. It is your responsibility to make sure that the uniform piece that you turn in is YOURS. Checking each piece as you put it away will assure that you have your correct pieces. DO NOT SWAP ITEMS WITH ANOTHER BAND MEMBER UNLESS YOU ARE DIRECTED TO DO SO BY THE BAND

## DIRECTOR OR THE UNIFORM CHAIRPERSON.

All uniform items, jacket, pants, hat, gauntlets and baldric, should be turned in to the person at the uniform room, only after you have checked your numbers and have hung your uniform properly. (Jacket with name on hanger facing front and zipped up, and pants folded seam to seam over the hanger and under the jacket.) Please note that the uniform crew can not leave until all of the items are accounted for and stored away.

IT IS IMPORTANT THAT YOU TURN ALL ITEMS IN IMMEDIATELY AFTER RETURNING TO THE RACKS AREA. DO NOT SOCIALIZE OR LEAVE UNTIL YOU HAVE COMPLETED YOUR UNIFORM TASK.

You are to take your shoes, black socks and gloves home. You must check to see if your shoes need wiped off with a damp cloth and your gloves and socks should be machine-washed if needed. The gloves will fit better next time if they are laundered.

We have a dressing procedure for games and for competitions and parades. Please comply with the procedures and instructions and dressing time should run smoothly and not take away from rehearsal time.

### **Procedure for uniform distribution for all campus events**

- Arrive from band room area and get your uniform garment bag and hat. Students should be wearing the gym shorts and the designated band T-shirts that they will wear under their uniforms.
- Students will need to bring the following items: black shoes (DINKLES), black socks and white gloves (not percussion).
- Students will move in an orderly fashion toward the uniform room and pick up their uniform and hat. Then they will proceed to the band room for changing.
- Students should assist each other in dressing as there is need for assistance in zipping the back of the jacket.
- Once students have changed into their uniforms they need to secure a place in the band room for their personal items. DO NOT LEAVE THEM ON THE FLOOR FOR SOMEONE TO TRIP OVER OR BREAK. Please move them out of the line of traffic.
- After the band returns to the band room from a campus event, students will break ranks and enter the band room.
- Upon entering the band room, students will put away instruments before changing out of uniform.
- Students will change in the area where their belongings were stored.
- The uniform must be hung properly:
  1. Pants should be hung seam to seam over the hanger. Students will be checked on this task. To ensure that your exit from school is quick, please hang uniforms properly the first time.
  2. Jacket should be hung with the name sticker facing the front and zipped.
  3. Hang the baldric inside-out and secure it on the jacket by flipping the wings on top.
- Students will leave the band room with all belongings and return their uniform and hatbox to the uniform racks in a timely manner. Please make sure that your correct numbers are

turned in. Place the garment bag in alphabetical order and place the hatbox on the top of the rack. Do not throw the hatbox just anywhere. It will fit properly with patience and instruction.

- Students must have shoes, socks, and gloves will go home with students. Gloves, shoes and socks will be cleaned and or polished for the next performance by the student. Do not wait until the next performance and expect the uniform crew to do this for you. Remember that there are penalties for not being prepared with clean accessories.

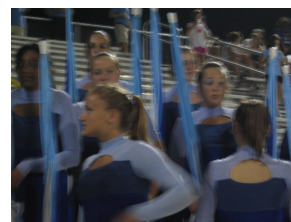
### **Procedures for uniform distribution for off-site dressing**

- Students will take uniform bag, hatbox from the bus/truck area to the assigned dressing areas.
- Students will pair up and help each other dress.
- Students will place “street clothes” and belongings in their uniform bags and return to the bus/truck area.
- Selected parent volunteers will add feathers to hats before leaving for performances. (This is done during warm-up time.)

## **Colorguard/Winterguard**

What is color guard?

**Colorguard** is a combination of dance, equipment skills, theatre and physical strength and stamina, a true sport of the arts! This group exists to foster positive life experiences for all those who participate by promoting education, creativity, and freedom of expression through the unification of pageantry and performing arts.



This elite group is part of the PCHS Music Department and performs with the marching band in the fall and solo in the winter and spring seasons.

**Winterguard** is a competitive indoor version of colorguard that takes place from January through April. The main difference with winterguard is that the guard performs independently of the marching band. The competitions generally take place on a basketball court. The winterguard competes against other winterguard units from various other schools in the area. The equipment used for winterguard is very similar to what is used for colorguard. In winterguard however, there is much more dance incorporated into the routine that is performed.

**ALL PCHS MARCHING BAND RULES, ETIQUETTE, ETC. APPLY TO THE COLORGUARD/WINTERGUARD.**

Membership is by audition and is open to any student in good academic standing that will attend PCHS in the fall. Auditions take place in the spring, with perspective members being

judged on poise, grace, movement and flag basics, commitment, attitude, and ability to learn choreography. The PCHS Colorguard/Winterguard staff is experienced in picking out the potential for these characteristics as well as the characteristics themselves. Audition results are posted inside and/or outside the Band Room at PCHS.

Members will be asked to dance and spin flag, rifle or saber. Rifle and saber are only open to experienced members and require an additional time commitment. The staff determines which piece of equipment a member spins, there is no formal audition.

Once members are selected, they need to return their completed band packet along with their fair share deposit to the PCHS Band Boosters. We must have both the packet information and a deposit to secure a place in the show for you.

Some members are not ready to handle the responsibilities of the entire contest show even after a summer of training. This provides a perfect opportunity to receive training for the following season and still participate in all functions such as football pre-game, parades, trips, and contests. In this case we may limit a member's participation in the contest show in order for them to spend more time on training.

“SUCCESS IS NOT AN ACCIDENT, IT’S A RESULT.”

## **Panther Creek High School Band Camp**

You must prepare yourself physically and mentally for band camp. Everyone needs to be able to perform at his or her maximum level. Band camp is the foundation of the marching season. Prepare yourself by exercising, getting plenty of rest, eating well and drinking plenty of water before and during band camp. You are athletes in training, so you need to treat your body to proper nutrition, sleep, and hydration, especially during the intense training at band camp. If your body is starved of these important things, your performance will suffer and you may experience problems such as heat exhaustion, fainting, decreased concentration and weakness.



### **Hydration**

Start drinking fluids days before band camp (as well as competitions), especially in hot weather. Water, fruit juice or Gatorade type drinks are good choices. Soda may contain sodium and does not do an effective job. During camp you will have frequent water breaks to replenish the fluid you will be losing. You must drink during these brief breaks.

### **Dehydration and Heat Exhaustion**

These are serious conditions and may be prevented. Dehydration means your body does not have the fluid it needs to produce normal bodily functions. Early symptoms are dry mouth, headache, and lightheadedness: thirst may or may not be present. Heat Exhaustion is also serious and means your body is overheating and cannot cool itself properly. Symptoms include increase in body temperature, absence of perspiration, nausea, fainting, weakness and probably thirst. These conditions can be very serious. Please seek immediate help from the medical staff if you are experiencing any unusual symptoms.



### **Exercise**

Marching while playing an instrument takes endurance. Your body needs to be in good cardiovascular shape. Get in condition prior to starting band camp to maintain good performance. Walking, swimming, biking, and hiking are good ways to increase your heart rate. Before band camp, start getting conditioned to working out in the heat. Living in air-conditioned comfort all summer then stepping out into the July/August mid-day sun for band camp is a tough adjustment.

### **Diet**

You must eat breakfast before coming to camp each morning. Your body will need the calories. Avoid salty foods. Eat a variety of nutritional foods.

### **GET PLENTY OF SLEEP!**

IT MUST BE NOTED THAT WHEN THE BAND TAKES BREAKS FOR MEALS, IT IS A TIME FOR RESTING AND REFUELING. IT WILL NOT BE A TIME FOR HORSEPLAY.

**Requirements** (Have these or you don't march):

- Hat
- Water jug – (suggested insulated, 32 oz. or more) with a strap for carrying on one's shoulder. The best containers are the ones that you wear like a backpack. These will stay with you on the field while you practice.
- For proper nutrition, the consumption of all three daily meals is a necessity. That means getting up early enough to have time to eat before getting to the field for morning practice. Eat breakfast daily before coming to the Panther Creek Band Camp.
- Athletic shoes and socks – NO sandals flip-flops, or backless shoes. It's extremely important to have proper footwear and socks for comfort, protection and the prevention of blisters.
- Sunscreen...applied BEFORE you start to burn.

**What to bring/wear:**

- Light-colored clothing\*
- Three-ring binder
- Sunglasses, optional
- Instrument supplies – extra reeds, oil, grease, extra drumsticks, etc.
- Any prescription medications, properly labeled with name and dosage, should be left with the chaperone (first aid) at check-in to dispense as directed. A student may not carry his/her own medications. THE ONE EXCEPTION TO THIS WOULD BE THAT A STUDENT CAN – AND SHOULD – CARRY HIS/HER OWN INHALER AT ALL TIMES – ESPECIALLY ON THE FIELD. PLEASE

### CONSIDER BRINGING A SPARE INHALER ALONG AS WELL.

- Lunch every day (at Panther Creek) in a personal cooler or insulated lunch bag iff necessary. Refrigeration cannot be guaranteed. Name should be clearly marked.

\*School dress code applies to band functions!

No T-shirts with anything that could be taken in a negative way, no alcohol related shirts, and no tobacco-related shirts...got the idea? Also, the correct manner of wearing ones pants should be observed in the band! Falling pants play havoc on the marching drill and prevent you from properly playing your instrument while you struggle not to trip.

Failure to adhere to rules and expectations of the band program may result in punishments from the band director or staff, and continual abuse of rules will result in a student being removed from the band entirely. Yes, it happens.

Band is a privilege! Treat it as such!

### THE BEST RULE TO FOLLOW: YOU KNOW HOW TO ACT...DO IT!

If there is any question as to whether you should or should not do something, the first clue that you shouldn't is the fact that you are questioning it in the first place...So don't do it! We already have a great band program. You're mission is to make it even better.

The majority of information concerning band camp is given out to students and parents at the spring band meeting. This meeting is very important and a packet of information will be available to students in the upcoming band program at Panther Creek. A list of permission forms and a medical release form must be filled out and handed in to the band director by a designated date. In accordance with Wake County Policy, all medical, health, and related release forms must be filled out and on file before any student can participate or travel in any band activity. This will ensure that you have a spot in band camp and that your Panther Creek Band T-shirt will be ordered in your size. This T-shirt is included in your fair share payment and can be worn at any band function that requires a T-shirt. Your name must be printed inside the neck of the T-shirt before you take it home.

“YOU ONLY DESERVE THE POWER IF YOU JUSTIFY IT EVERYDAY.”

## Competitions, Parades, and Community Events

### Why Competitions?

- Pursuit of excellence
- Everyone wants to be the best!
- Determination
- Focus on details because they matter



- Togetherness
- A way to measure growth
- A way to be critiqued
- A way to improve

### **Why not Competitions?**

- To beat another band
- To win
- To lose
- To create an environment where music making is not first and foremost!

Our group must also be about excellence- achievement- success- hard work- fun- friendships- experiences! A trophy for each competition adorns the band room walls!

Competitions take place on Saturdays from the end of September to the second Saturday in November. A schedule is usually available at the beginning of the school year. Locations are always subject to change, but dates will be secured by June as to schedule our PCHS Band calendar.

Students must attend all rehearsals and performances! When a member is out, it reflects negatively in the performance and in the judge's score. Therefore, only in extreme cases should students miss. If an absence is unavoidable, a written note must be given to the band director prior to the absence whenever possible.

Events such as the Cary, Apex and Morrisville Christmas Parades may also be scheduled for our participation. These parades are a lot of fun and they are ways to show support to the local community.

A major trip may be scheduled each year or as plans evolve for an event requiring travel for an extended time. There will be meetings and discussion on these types of events prior to the implementation.



### **Practice Times**

Extra practice dates and times will be announced early in the school year or as needed. The band director will coordinate these dates and times and pass the information along to the parents and students as soon as possible. There may be an occasion when a practice goes slightly over the time. In this



case, it may be the necessary moment that is needed to finish that final touch to make or break the contest, or it may be because a special guest helping the band has taken more time than expected. Be assured that the band director is aware of the time and that students need to get out of practice as close to the ending time as possible. However, there may be the times that slight (5-10 minutes) overtime may occur. Please do not get angry or impatient. The reasoning behind the holdup, if it does exist, is very important. You should plan on 15-20 minutes for students to pack-up at the end of all rehearsals.

## Travel Procedures

During marching season the Marching Band travels to marching contests and parades. During concert season, the Symphonic Band/Wind Ensemble travels to Concert Contest. Travel procedures have been established to ensure a safe and organized trip for all band members. To travel with the Panther Creek Band, students must have completed a travel permission form and a medical information form. A parent or guardian must sign both forms. The following procedures will be used when traveling with the Panther Creek Bands.



- Students will be dismissed from the band room to board buses prior to all away functions.
- Students will be allowed to sign up for a specific bus roster. Once the sign-ups are over, no one may switch busses without the director's permission.
- Students will keep noise levels low, and will keep hands, feet and all objects inside the bus at all times. Students will remain seated for the duration of the trip. Do not stand while the bus is in motion.
- Video viewing (when available) must be pre-approved by the band director and chaperone chairperson. (PG or PG13 or G Rated only)
- Chaperones will be treated with the utmost respect at all times. Their authority is an extension of the director's authority. Chaperones donate their time to benefit you and the program. Manners and class will be stressed above all when traveling with the Panther Creek Band. FOLLOW ALL INSTRUCTIONS THE FIRST TIME!
- When the busses are within viewing distance of the school or event to which we are traveling, students will stop all talking, face forward, and listen for instructions from the band director and/or chaperones. This is the time to begin thinking about the things you have to do for the performance. No talking when the school or building is in sight.
- The loading crew will be the first to step off the busses. No one is allowed to get off the bus until told to do so by band director and/or chaperones. Listen to instructions-Pay attention to details.
- Students will unload busses without talking; get their instruments from the equipment line, get their uniform and hat box (if applicable) and dress in the appropriate areas. They should return the instrument case to its proper place and wait quietly and patiently for instructions to go to the warm-up area.

- Students who fail to follow these travel procedures will be punished accordingly. Severe or perpetual problems will result in the loss of travel privileges with the band and possible removal from the Panther Creek Band program.

Trips are a very difficult thing to time accurately. Mass feeding at fast food places and contests that drag on longer than they are supposed to, or simply a victory celebration at the contest sight, often make time arriving back home difficult to estimate. Parents, please be understanding and patient. The students may use the band room phone when they return. However, please do not wait too long before you come to pick up your child. The best way to keep from having to wait in the parking lot late at night for the buses to return is to go with the band and support the musicians and guard. You will enjoy the performance and we have lots of “hooked” parents.

In this day and time, many students carry mobile phones and may contact their parents before arriving at the school. Accurate information will be given to students only by the band director and/or chaperone chairperson.

### **Financial Responsibilities**

Membership in the Panther Creek Marching Band requires a major financial commitment.

The Panther Creek High School Band budget has three sources: the school accounts, booster fair share accounts and booster capital improvement accounts. The school accounts are small and cover most music purchases, most school instrument repairs and an occasional purchase of new school-owned equipment. The fair share booster accounts cover the cost of the band from year to year including: band camp, staff, supplies, auxiliary equipment, and competition expenses. The booster capital account is used for large purchases or major expenses that aid in the long-term operation of the band such as instruments and the equipment trucks.

### **Fair Share**

Each spring the band director and the executive band board of the band boosters meet to outline the schedule of events of the next year's band. We tally all expenses and the total expenditures represent the band's operating budget. The PCHS Band operating budget is divided by the anticipated number of members for the coming year. This figure represents the dollar amount each member must raise for participation in the Panther Creek High School Band. Over the course of the year, we select dates for portions of the fair share to be collected.



All fair share deposits paid for band and all monies earned are to cover expenses incurred by the band based on each student's decision to become a member of this organization.

Refunds of any money spent out of pocket for fair share will be allowed only if the situation



for leaving the band falls into one of the following four categories:

1. Student and family have been assigned to a new high school over the summer and will not participate in the Panther Creek Band.
2. A family emergency prevents the member from completing his obligation (a pro-rated portion will be refunded).
3. The family of a member will be relocating to another city and cannot complete their membership to this organization (pro-rated).
4. A written note from a physician that states that the student should not participate in physical activity such as marching band. Any student that has a concern about the financial responsibility of being a member of the band should see the band director. No one should be turned away from the band because his/her family cannot afford to pay the necessary fees. At Panther Creek we do not wish to see talented and dedicated young people deprived of the opportunity to participate because of financial burdens.

It is important to note that our intent is not to have fair share paid out of pocket. To offset your financial responsibility, the booster organization operates many fund-raising opportunities throughout the year and thus charges a significantly smaller band fee than other area high school bands. Your support and assistance is vital in helping to provide the highest quality experience for your child. The following student account fundraisers and work opportunities have been offered to the band students and parents.



- Fruit and Pizza Sales
- Parade of Homes
- Harris Teeter Card Sales

As always, parents who do not wish for their student to fund-raise are welcome to make tax-deductible donations to the Panther Creek Band Program. Many thanks in advance for your kind support.

### **Student Accounts**

Each band member automatically has an individual student account. These accounts are used only for band needs, and are maintained by the Band Booster Treasurer. The deposits into these accounts will add up so students can use them to help pay for band fees and trips or other band needs. Monies earned for the Panther Creek Band and placed in a student's account must be spent on the Panther Creek Band. Therefore, no monies can be refunded from fundraising ventures. Students may carry student account totals into the next school year.

All requests for expenses to be paid from student accounts toward fair share or other band related needs must be made in writing to the Treasurer.

### **Capital Fundraising**

The booster organization must have reserve funds for capital purchases. It would be fiscally irresponsible to add the costs of new equipment





to fair share. Instead, you will be asked to participate in at least one major capital fundraising project each year. Each fall you will have the opportunity to sign up for fundraising, such as car washes, citrus sales, pizza sales, etc.

This list will be updated as needed and you will be made aware of the opportunities as they become available.

### **Grading Policy: Marching Band**

Students in Marching Band are graded based on their attendance and full performance at all band camp dates, rehearsals, ball games, parades, marching contests, and other community performances. Students are also graded on music and drill memorization. Student's grades are also affected by their attention to detail when wearing the uniform for inspection.

Unexcused absence from any rehearsal or performance will result in a grade reduction from the Band semester grade. Two or more unexcused absences may result in removal from the Panther Creek Marching Band.

## **STUDENT LEADERSHIP**

Leaders are essential. Leadership is about students helping other students maximize their individual talents and direct the unique qualities of an individual toward what is best for the group.

### **Panther Creek Band Leadership**

Student leaders are essential to any successful marching program. The following positions are available in the Panther Creek Band Program.

### **Auditioned Student Leaders**

#### **Drum Majors**

The Drum Major's commands while on the field (for rehearsal or show) are second only to the band director's. In the spring, applications will be available for students interested in the drum major position(s). The director will use the following criteria for selection:

- record in band
- commitment to the organization
- strength of character
- musical maturity
- emotional maturity
- academic record
- awards received



- results of audition

The drum major positions will usually be divided (head drum major and assistant drum major). Only in cases where the results are a true draw will the position be shared. The drum major candidates must have completed one year's membership in our organization to have their application considered. Once selection has been posted it will be the responsibility of the drum major(s) to complete instruction on the arts of conducting and leadership by either enrolling in a camp or seeking private instruction. The training is usually held at summer camps and is the financial responsibility of the student(s).

### **Section Leaders and Marching Leaders**

Anyone interested in being a section leader or marching leader for the marching band must fill out an application. Section leaders and marching leader positions are open to sophomores, juniors and seniors but generally are awarded to the most experienced members of the band. All applicants will be reviewed on the basis of musical ability, marching ability, maturity, commitment, work-ethic, personal character and past band record. One requirement is one complete year of service to the Panther Creek High School band program. At all times, the benefit of the doubt will go to the stronger musician; however, a person with only strong musical skills may not qualify. Students who desire to be leaders must demonstrate great example in all rehearsals and performances.

The duties of the section leader are complex. A successful organization requires skilled leaders. Section leaders must have fortitude and a desire to work very hard. The responsible section leader will:

- provide instruction at musical sectionals
- be present and participate in all leadership team meetings
- work with other section leaders and drum majors to implement strategies for accomplishing band goals
- encourage student involvement in band duties and fund-raising
- run all uniform and instrument inspections
- assist in marching instruction on the field
- assist in maintaining good discipline at all rehearsals
- Find solutions to problems...
- set great examples

The Drum Line Captain and Pit Captain are appointed by the director and are chosen following close observation of all drum line members. Technical ability, leadership potential, personal commitment, and integrity are all factors that are considered.

The director and the Colorguard staff appoint the Colorguard Captain. The Captain(s) are chosen following close observation of all Guard members. Technical ability, leadership potential, personal commitment, and integrity are all factors that are considered.

### **Brass and Woodwind Captains**

- Lead daily warm-ups
- Arrange field set-up and takedown.
- Take attendance
- Equipment loading and unloading
- Music distribution
- Keeping the band facility in order

### **Elected Student Leaders**

The Band President is the principal student officer in the Panther Creek Band Program. Members of the band elect this student. Always one of the first to arrive and the last to leave, the President offers assistance in every function of the program. Only juniors and seniors may hold this office.

Band officers serve the total band program for one year. Each spring the band will choose a president for the next year's band. The director, current president and president-elect will meet to fill the following positions: Vice-President, Secretary/Treasurer and Librarian. It is of the utmost importance that all band officers, section leaders and marching leaders uphold the highest tradition and spirit of the band.

**“SUCCESS IS A CHOICE”**

### **Rules of Conduct**

#### **EXPECTATIONS OF STUDENT CONDUCT**

##### **General**

1. Students will conduct themselves at all times in the manner that best represents the highest ideal of the Panther Creek High School Band.
2. Outward display of positive behavior and respect for others and this organization are expected from everyone at all times. Be wise in making decisions.
3. Students will not be in possession or use tobacco products, alcohol, any illegal drug or anything that could be used as a weapon while with the band at any function.  
Consequence A
4. Students in the band will resolve disagreements properly and fighting will not be tolerated. Consequence A-B
5. Care of the uniform is important. Do not eat in uniform at any time without the director's permission. Students may only drink water while in uniform. All uniform parts are to be properly hung and stored after each use. Consequence C
6. In the Panther Creek Band the drum major acts as the director's assistant. The drum major has full authority over the entire band unit. All members of the band will follow the directions of the drum major. Consequence B-C
7. Adult chaperones donate their free time to lend critical assistance to this organization. Students will show respect toward all adult chaperones. Students in the

- organization will do as directed by all adults and not "talkback." Any instance of conflict between student and chaperone must immediately be turned over to the band director. Consequence B-C
8. A number of adults will be hired as adjunct staff to the Panther Creek High School Band. At all times these people are to be treated as guests to our organization. Students will follow the staff's direction. Consequence B-C
  9. All individual problems (personality conflicts, teasing, etc.) between students should be taken to a chaperone and then to the band director. Consequence A-C
  10. Do not play or handle other student's equipment or personal belongings. Consequence B-C
  11. Outward displays of affection will not be a part of this group at any time. Consequences A-C
  12. Be on time. To be on time one must prepare to actually be early. Consequence C
  13. Respect the belongings of others. Theft-Consequence A. others, Consequence B-C
  14. Care for one another.
    - a. All issues regarding the health and well being of any student must be reported to a chaperone. Consequence C
    - b. Any knowledge of inappropriate behavior must be reported. Consequence B-C
  15. Be prepared for all events and have proper equipment, dress, and accessories for the predetermined activities of the group. Consequence C
  16. Any activity that (the director feels) endangers the safety of the student, the safety of other students, or damages people's property cannot be tolerated and may result in a student being sent home. Consequence A-B

### **Trip Conduct**

In addition to the general rules of conduct above, students must follow all stated additional rules before each event.

### **Bus Conduct**

1. Students will have the opportunity to sign-up for bus preference. The director and lead chaperone will make revisions and post lists for travel. Students must travel on the bus they are assigned and students will not change bus assignments.
2. Student roll call is a very important procedure. Students will remain completely silent until roll is complete. Consequence C
3. Students will follow the direction of the bus driver with regards to safety precautions. Consequence B-C
4. Friends entertaining each other on a long bus ride.
5. Students are asked to keep up with their belongings during travel and to keep the bus neat at all times.
6. Students will be expected (on a rotational basis) to completely clean the bus after each trip (trash detail and sweep).
7. Seats may be reassigned by a chaperone if behavior becomes an issue or if it is in the best interest of the safety of the students to make a seating change.

8. Boarding and unloading busses is at the discretion of the band director and/or designated chaperone.
9. Snacks may be brought on the bus but under the following conditions:
  - a. no coolers
  - b. no glass containers
  - c. Students clean up after themselves.
10. Allowing students to have snacks is a privilege that will be revoked if the students cannot clean up after themselves.
11. Students may listen to music only through headphones. No “boom boxes” will be allowed on the bus.
12. Electronic games are permitted, but the responsibility for security of this property belongs to the student who owns these devices.
13. On band trips the students will have designated check-in times with chaperones. To ensure student safety, it is critical to the operations of the group to be punctual and responsible with check-in procedures. Consequence B-C
14. Video viewing (when allowed) will be restricted to those videos that have been approved by the director and the lead chaperone. (PG13 or PG or G rated only)

### **Hotel Conduct**

1. No boys may be in girls’ rooms and no girls in boys’ rooms. Whenever possible rooms for the boys and girls will be on separate floors. If this is the case, boys are not to be on girls’ floors and girls are not to be on boys’ floors. Common co-ed areas will be designated by the director and lead chaperone and will have the presence of a chaperone at all times. Consequence B-C
2. Students must be in rooms, quiet and lights out by the stated times.  
Consequence B-C
3. Students must stay with the band and chaperones at all times and no student shall ever be by themselves in public areas. Consequence A-C
4. Students need to be aware that other guests will occupy the hotel. Be quiet in your rooms and quietly move from room to room and from your room to the bus as to not disrupt any other guest. Consequence C
5. Hotel facilities (i.e. Game room, pool, commons area) can be used only if a chaperone is on duty and the hotel is allowing the use of these facilities at that time of day. Consequence C
6. There will be room inspections periodically on the trip and at the end of the trip before checkout.

### **FOR YOUR INFORMATION**

Wake County Public School Board Policy 6400 has very specific rules pertaining to student conduct. As a school organization, the Panther Creek Band is bound to the policies set forth by Wake County Public Schools on all activities including travel. Therefore, the school penalty for any infraction on a band trip will be in accordance with what the penalty would be if the infraction occurred on campus during a typical school day.

### **CONSEQUENCES**

A- A very serious offense. Students will be placed in their room under supervision of

an adult for the remainder of the trip and parents will be contacted. Students may be sent home immediately (at the expense of the parent) depending on the seriousness of the infraction. Students will be suspended from band activities for an extended period of time.

B- A serious but not extremely serious offense. Students will be assigned disciplinary action and may be restricted in the activities of the group for the remainder of the trip. The parents of a student may be contacted and may face further disciplinary action by the school upon return to campus. Students may be suspended from future band activities as a result of these infractions.

C- A minor infraction of rules. Students will be assigned a disciplinary consequence (cleaning of bus, moving equipment, etc.). Students may have their itinerary altered on free time, etc. In all likelihood these situations will be dealt with in house and parents and administrators are not typically informed of these violations. Chronic situations will result in parents and administrators being involved and possible suspension/ removal from the band.

## **Disciplinary Rules**

All disciplinary action is given as a result of poor judgment by a student band member. The director will assess each situation and give an appropriate punishment for each offense. Refusal to comply with disciplinary action may result in permanent suspension from all band activities and performances.

## **Staff**

The band director will hire band techs /assistants, percussion instructors and guard instructors for each season or show. Their professional talents and creativity will be the “extra hands” for the band director. The final decision will be made from the band director on any staff member’s suggestion/s. All Panther Creek staff members will receive clearance from WCPSS. Conflicts between parents/students and staff should be brought to the band director’s attention first. Do not approach a staff member without approval of band director.



## **Notes:**



## HOW PARENTS CAN HELP

“How often do we come in contact with men and women in whose presence we may dwell only for a short time, yet we can never look on their countenance or be in any way associated with them without being made better, or lifted up.”

Booker T. Washington

With each new school year, there is a program in place involving “rookies and pros” in an attempt to help things run smoother for our new parents and students. In remembering back to our first year of band, everything from the e-mails, meetings, money issues, fundraisers etc. was very overwhelming and intimidating. We are hoping that this program will ease the minds of the new parents and students, as well as help you to get involved by shadowing a “pro”.

### Parent Mentoring Program

This is a program in which an upper classman parent (11th and 12th grades) will be assigned to a couple of families to be their contact person. That parent mentor will call their families prior to band camp and other band events just to make sure they are ready and familiar with the routine involved with these events.

Upper Classmen parents can think back to how chaotic the first year of band was and volunteer their time to making this program a success. If you are interested in taking part in this program, please see the Band Booster President.

### How Parents Can Help

- Support the goals, policies, and procedures of the director. Your child succeeds when the program succeeds.
- Require practicing at home on a daily basis. Provide a regular time and place where your child can practice every day.
- Ask your child to play for you. Encourage performance.
- Teach your child to be punctual by helping them to be early for practice, class, or performances.
- Enthusiastically attend all band functions to show your support. Get involved!
- Help keep your child’s instrument in good repair.
- During the marching season read the weekly bulletin boards as the information is intended for parents as well as students.
- Read and respond to emails that affect you or your child.
- At this time there is no band newsletter. However, the email system seems to be the most efficient and effective way to keep students and parents informed on a daily

basis. PLEASE READ AND NOTE ANY CHANGES, NEW DATES FOR EVENTS, ETC.

## At Home

Regardless of your musical background, a parent's support and encouragement will have a tremendous impact on your child's progress in band.

## At School



Parents are strongly encouraged to become active members of the Panther Creek Band Boosters. It takes a great deal of time and money to operate a successful band program. Without your help our students will not have the quality experiences that make high school band so rewarding. The band booster organization consists of the parents of the band members. The boosters cooperate with and support the band director in the activities and programs for the band and auxiliaries. Our goal is to help make the band program an enriching experience for our children and have a good time doing it. The boosters, through the Board of Directors and committees, organize a number of activities throughout the year.

Some of these are:

- Band camp
- Provide chaperones for band trips
- Serve as pit crew at games and competitions. Loading hundreds of pieces carefully!
- Drive the trucks
- Plan the fundraisers
- Provide refreshments
- Plan an extended trip
- The awards banquet

Taking part in the band activities helps you get to know your child's peers and their parents. These students are bright, creative and fun to be around. Parental involvement helps make a band a success. We hope you will be a part of our of band boosters who support the Panther Creek High School band program.



## The Booster Board of Directors

- Band Director
- Student Band President
- President
- Vice-President - Transportation
- Vice-President - Ways and Means

- Secretary
- Treasurer
- Sergeant At Arms

The Board of Directors meets monthly and as a new organization, initiated the Articles of Incorporation, wrote our Bylaws and received our tax-exempt status. In addition to these huge tasks, the Board was able to conduct a number of successful fund-raisers including a pizza and a fruit sale. Parents are not only needed to help with fund-raising, we need folks who can sew, cook, build, chaperone, organize, and assist with the daily running of the program. You are just as important as your child to our success! The officers are nominated in January and elected in the spring, according to the Booster By-Laws. The President is awarded a plaque at the Band Banquet honoring their efforts and dedication for the year. A continuation plaque is kept at the school with past president's names engraved annually.

### **Attend Meetings**

The General meetings concerning the Panther Creek Band Program are held, on an as needed basis, in the high school auditorium. At least one parent and the band member are required to attend. Issues at hand are discussed in detail. These meetings provide opportunities for parents to volunteer for various needs. Sign up sheets are made available at that time. The last meeting of the year held in May/June will involve paperwork and information for the summer band camp program and the upcoming school year.

### **Booster Spirit Wear and Souvenirs**

CHAPERONES MUST WEAR A BLUE BAND BOOSTER SHIRT (YOUR CHOICE) FOR STUDENT VISIBILITY.

Items will be ordered through the band booster souvenir chairperson at different intervals throughout the year. You may contact this person if you would like to order something. Orders generally will be submitted when the minimum quota has been met. An order form is provided for your convenience.

### **Standing Committees**

These committees should have an assistant to be learning the "business" as our "senior" parents have earned their "retirement". What better way to learn the ropes than to work beside a 4-year veteran of the band volunteer program. These committees are the working parts to the booster club. There are numerous opportunities for your assistance. Please call the chairperson or fill out the band booster volunteer form.

- **Uniforms** - The uniform chairperson is responsible for fitting, issuing, and inventorying all uniform items issued to each band member. Also maintaining the condition of the uniforms as far as cleaning and storing. For concert events the uniform chair fits, orders, distributes and in some cases rents concert attire for all band members.

- **Ways and Means** - Along with offering various fundraisers throughout the year that the student / family can participate in – thereby adding money to their individual student account. These various fund-raisers require a lead person and should be coordinated with the Ways and Means Chairperson.
- **Chaperones** - The Chaperone Chairperson and/or Co-Chairperson schedules and organizes band parents as chaperones for all band events throughout the year, including summer band camp. The Chairperson is at these events as head/lead chaperone or assigns another parent to act in that position.
- **Ways And Means** - The chairperson works and cooperates with the band director in providing funds to promote and support the Panther Creek High School Band Program. These funds are primarily to meet the bands operational expenses. They also coordinate with the treasurer in tracking individual fair share payments that are taken from student accounts. The production and sales of the band video may also require coordination with the volunteer videotape operator. The Ways and Means Chairperson or Treasurer coordinates the individual student accounts for all marching band members.
- **Medical Team** - The Medical Committee Chairperson is an individual who is responsible for collecting and maintaining the medical information forms for each band member. This person will maintain the First Aid Kits and make sure they are restocked as necessary. They will work closely with the Volunteer Chaperone Chairperson to make available a Medical Committee person for all band sponsored events. This committee is made up of individuals that will help administer minor medical treatment (Band-Aids, ice-packs, etc.) to band members during band sponsored events (i.e., band camp, football games, competitions, parades, etc.). These volunteers are a group of parents that have skills in the medical field of some type. (Doctors, nurses, technicians, first aid and CPR certified parents, etc.) They have signed up to be a contact person in case of an emergency (minor or major) and will carry the First Aid Kits provided by the band at the event in which they are assigned.
- **Band Camp** - The chairperson of this committee is a member of the Board of Directors. Upon advice from the band director the Board of Directors, together with the director, will determine where and when band camp will take place. It is then up to the Band Camp Chair and the Chaperone Chair to organize summer band camp. Band Camp chair must make the arrangements for the local, logistics, food and any additional parental help, other than chaperones, needed. This can be a large job and would benefit with the help of a committee.
- **Booster Spirit Wear / Souvenirs** - This position coordinates the orders for apparel for the booster organization. Souvenir coordinator schedules orders periodically as needed to accommodate supply and demand. At present, the booster organization has screened T-shirts and hats, long and short sleeved embroidered golf shirts, and embroidered sweat and wind shirts. This area would be greatly served with the help of a committee to develop it and become a revenue-generating group, therefore eventually falling under the Ways and Means Chairperson.
- **Colorguard** - The Colorguard chairperson represents the color guard and takes their concerns to the Board of Directors meeting of the Band Boosters. They meet with the colorguard instructor and the band director to coordinate costuming and equipment needed for the competition season. When needed, they coordinate

support people in sewing flags and uniforms and they assist in the chaperoning of colorguard members. At competitions, their assistance along with other volunteers helps with the dressing, make-up, and hair of the members as required by the instructors.

- **PTSA Liaison** - The Band Booster/PTSA Liaison attends all PTSA Board meetings. This representative should know the band calendar, and be able to facilitate communication between the Board of Directors and the PTSA board.
- **Video/Historian** - The Historian for the Panther Creek Band is responsible for taking videos of various band activities during the school year (band camp, practice sessions, football games, competitions, parades, concerts, etc.). At year-end, these tapes are edited to come up with a “highlight video” of the band activities for the school year. During the competition season, the band director and students use filming of football games and competitions in evaluating the band’s performances.
- **Transportation** - Responsibilities of this chairperson include:
  - Reserving rental trucks for competitions, parades, band camp, etc.
  - Locating and reserving available busses for competitions or trips
  - Locating drivers for busses and providing them with details (i.e.: times, dates, maps, and directions)
  - Creating “cell phone tree” and “walkie-talkie tree” among busses and trucks
  - Picking up and returning keys to various schools for the activity busses that we use
  - Deliver checks to bus drivers
  - Make sure busses are refueled before being returned to “home” school
  - Helping out with any other details that need attention!
- **Publicity / Website** - The publicity chairperson submits press releases about band activities to local newspapers and invites media (TV and press) to cover band events. The Web-Master keeps the band web site up to-date and must have the necessary skills in this area. Each band member must sign a release form to have his/her name and or photo displayed on the website. Last names are not used.
- **Hospitality** - The hospitality chairperson has the responsibility of organizing drinks and snacks for the marching band to be distributed after the halftime show at each home football game. Currently the procedure is to contact parents who have signed up as hospitality volunteers and ask them to donate snacks and/or drinks. Another responsibility is to organize the band banquet to be held at the end of the school year. This includes invitations, food, decorations, awards, etc.
- **Pit Crew** - This group of enlisted volunteers gives “blood, sweat, and tears” to the marching band program. They load and unload the instruments and special equipment for the band and the pit section. (The section of the band on the sidelines that is stationary throughout the performance.) This crew must work in a timely manner and then resume work immediately after a performance. They are the first to arrive to load the truck or trailer and the last to leave after unloading the truck or trailer. The pit crew is required to dress as the chaperones as they are with the band throughout the competition season. The standard uniform is the maroon shirt and khaki pants or shorts; however, they have been known to put on a colorful costume in hopes of winning the coveted “Pit Crew” award at the competitions.

ALL OF THESE COMMITTEES CAN USE YOUR HELP. PLEASE FILL OUT THE

VOLUNTEER FORM THAT IS INCLUDED IN THE REGISTRATION PACKET PROVIDED AT THE MAY MEETING. FOR MORE INFORMATION ON VOLUNTEERING, PLEASE CONTACT THE BOOSTER PRESIDENT OR ANY MEMBER OF THE BOARD OF DIRECTORS.

### **Chaperone Guidelines**

The single greatest gift a parent can give their child is a piece of their self. Chaperones are essential to the team working well. Parents should take this opportunity to watch their children become adults. Time is fleeting and these days too will pass. Panther Creek High School Band Chaperones see that band members have sufficient adult supervision at all events. This is for the students' benefit, as well as for all parents' peace of mind.

#### **General**

- Dress code is a blue band booster T-shirt, polo shirt or sweatshirt and khaki pants or shorts. The shirts will be ordered at several times throughout the year as needed. (See Spirit Wear Chairperson.)
- Student safety is our primary focus.
- One chaperone is designated by the Chaperone Chairperson of the Band Boosters as lead chaperone for each event. The lead chaperone will disseminate assignments and communicate with the band director regarding issues.
- The first aid kit and medical forms are to be carried by the medical chaperones at all times. All chaperones should be aware of who has the "medical backpacks" in case of an emergency. If an injury occurs please use your best judgement on how to handle the injury, and do not be afraid to ask for assistance.
- The Panther Creek Band student/chaperone ratio is one chaperone for every ten students. Bus drivers and band director and staff are generally not counted as chaperones.
- The band director sets student behavior expectations. Issue a warning to students and then report violations to the head chaperone and/or band director. Be familiar with the rules of the organization. Remind students of rules as needed. Assist band director in implementing his plan for the event. The director sets and modifies the agenda. Be aware of this and be flexible when changes are made. They will be made! Watch for band members that need assistance. Help students if in need.
- Help keep students aware of the schedule of events and keep them on time.
- Chaperones should never smoke or consume alcoholic beverages in the presence of the students. Foul language is also prohibited.
- If the band splits up for any reason (such as warming up in sections) at least one chaperone should go with each group, with the "medical backpacks" accompanying the largest groups.
- Should a single student or small group need to leave an area for any reason, a chaperone must escort them at all times. This is not negotiable.

#### **Trips and Performances**



- Chaperones are NEVER “off-duty” during a band trip and are needed at all times to monitor the students.
- Make sure your assigned group knows your name, and that you are their chaperone.
- Wear your chaperone nametag. Make sure it is visible at all times.
- Chaperones do not necessarily need to stay with their group at all times. Designate time intervals and locations to meet and “check in”.
- Ensure that there is a first aid kit, and know its location.
- Take roll before leaving any location.
- Prior to performance, help with instrument cases, dressing, and student needs.
- Be alert for tasks that need to be done.
- Ensure that there is water, (and cups, if necessary) and be ready to help serve water.
- Walk with the band during performances (if allowed) to shield them from crowds. Do not let anyone “break ranks”. This simply means asking anyone wishing to cut through the band while in formation, to please wait until the band has passed. Parade walkers will be assigned by head chaperone.
- When called upon, be a “go-for” and/or “pack-mule” for students and director.
- Help with the instruments and equipment.
- Monitor students for their individual needs. It is important to look for students in distress and make sure that they are “ok”.
- Be on hand to solve minor and major crises that may occur.
- After performances, help with instrument equipment and assist students as needed.
- Uniform volunteers are usually not scheduled as chaperones. However, they are usually available for assistance to the students as needed.
- Water is the bloodline for the band before and after performances. It is an important responsibility that is taken care of by the chaperones. Water coolers should be filled at all times and cups should be available to the band students. It is extremely important that students have access to water during warm-up and after a performance. Many times the Colorguard, band and percussion warm-up in separate areas and chaperones should attend each of these warm-up areas for supervision and water.
- There is an assigned uniform parent for each uniform detail. The assigned, gloved uniform volunteers handle plumes and gauntlets. Plume and gauntlet boxes will accompany the band at all performances and be distributed during warm-up. Plumes will be taken off of the hats as soon as the band is off the field from a performance, unless otherwise directed. When the plumes are to be left on the hat, for any length of time, the student must keep the hat upright and not touch the plume with bare hands. Plumes will then be removed at the first available opportunity.
- Most of our trips will be on busses. Students will sign-up for bus trips. This will generate a roster for each bus. Roll will be taken from this roster each time the bus departs from a particular site. Students will not be allowed to switch busses once they are assigned a bus. No exceptions to this rule will be given.
- Any time the convoy pulls over for restroom break or a food stop, it is important to know how much time the students have before the bus departs. If students are crossing streets to get to a restaurant, a chaperone should stay at the crosswalk to

- monitor safety or stay with the group.
- Upon arrival to an event, find out from the director or lead chaperone when the appropriate time will be given to go to restrooms. It will depend on the event's schedule and arrival time.
- Water for the coolers should be addressed. Locate a safe supply and have water ready for the band at their designated warm-up areas. **WATER IS IMPORTANT RIGHT BEFORE THE BAND GOES ON TO THE FIELD AND IMMEDIATELY AFTER THE PERFORMANCE.** A number of chaperones will need to help with the distribution of water.

### **Football Games**

Chaperones should find and mark our seating areas on arrival at games. The band will sit in a block and be required to sit in their appropriate sections. Students are to stay in the stands and be ready to play at any time. Chaperones should sit or walk around the block acting as a buffer zone. No one is to be in the band block except the students, chaperones, staff, and director.

Students will be given a brief break after the halftime performance. They will remain in the stands but they may eat and drink the supplied snack from the chaperones. They may not go to the general seating areas or bring food or drink from another source into the band area. Chaperones will help monitor students during this break, being especially watchful for potential problems or dangerous situations. It is critical that no one other than band students or chaperones be in the band seating area. Sometimes there are instruments left in this area that should be watched carefully. Do not allow anyone to walk around the area unless they have a job to do while the students are away from the seating area.

Get help immediately if a problem should occur. This is a time when students need the most protection and supervision.

The band will always move as a group. Chaperones should walk on each side of the band until the band enters the performing area then drop behind the band and let the band be clearly seen. No one should "break ranks" (cut through other items necessary to the trip before you the band) except in an emergency.

- Carefully check roll on band departure and return.
- Make sure the busses are clean and the bus windows are closed at the end of the trip.
- Know the procedure for checking out a student to travel home with their parents.

### **While these are simply guidelines, there are Some Do's & Don'ts**

- Please don't discipline or argue with students. many cases where common sense and tender
- Stop the unacceptable act and take names.

- Do not give information to students if you are not sure it is correct.
- If you don't know the answer to a question, ask the lead chaperone.
- Do not administer medication, aspirin, etc. without checking the medical form first.
- Stay visible.
- Do not eat or drink in the bandstands when the students cannot.
- Monitor the rest room areas when the students are escorted to these areas.
- Help hand out drinks and snacks after half time and clean the band seating area while the band leaves the stadium.

## IN CLOSING

“Coming together is a beginning: Keeping together is progress:  
Working together is success.”  
Henry Ford

Thank you for taking the time to become familiar with the procedures and information in this handbook. This document should serve as a resource for the Panther Creek High School Band for many years. From time to time procedures will be evaluated and new ideas will create better ways to build the mousetrap. While the information in this document is thorough, please be aware that it will not be uncommon to deviate slightly for the betterment of the group. When and if this happens, students and parents will be notified.

I respect your opinions and trust that you will bring to my attention anything that seems unfair or detrimental to the group. All effort has been given to make a document that will help parents and students understand the PCHS band program and help you use this organization to become successful in your pursuits at Panther Creek High School.

## Communication Information

### How and when to contact the band director

- Best: email (written notes are the best method)
- Next best: voice mail
- 3rd best: set up a time to talk
- Worst: two minutes before or after class. It is during this time that the director prepares for the group experience and is not able to spend time with most individual needs.

### Telephone numbers

- Band Director: 919-463-8649 (voice-mail checked once a day)
- School office: 919-463-8600
- E-mail address: [drobinson4@wcpss.net](mailto:drobinson4@wcpss.net)
- Band Website: [www.panthercreekband.org](http://www.panthercreekband.org)

- Booster address:  
Panther Creek High School Band Boosters  
PO Box 737  
Morrisville, NC 27560

Money Deposits Send To: The above address or have student deliver sealed envelopes to the locked, green “drop-box” located in the band suite next to the band director’s office. This box is checked periodically by the Booster Club or the band director.

## How To Practice

Daily practice time is essential for student success in band. All Green Hope Band members should spend a minimum of thirty minutes each day in individual practice. Daily practice time is homework for band. The guidelines below will help to organize your practice time. Remember, practice time is to be spent practicing, not watching the clock.



- Practice in the same place each day. Be sure there are no distractions.
- Begin with long tones. Concentrate on producing a pleasing sound. Think about your breathing. Produce a steady and controlled air stream. Use a mirror to check your embouchure, hand position, and posture.
- Spend time on scales. Play them slowly at first and then work for speed.
- Work out of your method book each day. Try to stay several lines ahead of the class. Work for accuracy and be sure to play everything assigned.
- Practice your music. Work on the parts that you cannot play. Practice them slowly at first and then increase the speed. Work one measure at a time. Once you are able to play a measure five times without mistakes then you can increase the tempo.
- Pay careful attention to details: correct notes and fingerings, rhythms, key signatures and accidentals, signs and symbols, dynamics, and articulations.
- Finally-play something just for fun.
- Swab woodwinds thoroughly, empty water from brasses and return instrument safely to case.
- Practice Timeline
  - 5 Min.- Long Tones
  - 5 Min.- Scales
  - 7 Min.- Method Book
  - 10 Min.- Music
  - 3 Min.- For Fun
  - Pack Up