

PERKINS-TRYON SCHOOLS

Instrumental Music Department



High School Student Handbook

2020-2021

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Perkins-Tryon Bands
KG Robinson
Director of Bands
Avery Nichols
Assistant Director of Bands

August 20, 2020

Dear Parent(s)/Guardian(s) and Student:

We would like to offer all new and returning members a hearty welcome! We trust that you had an enjoyable summer and are looking forward to the upcoming school year.

The following handbook covers many policies, procedures, and other important information regarding the Perkins-Tryon High School Band Program. Please take the time to read this material, as the success of our band depends upon each individual working toward the same goals. Please sign the acknowledgment form and have your student return it and/or sign the Google Form no later than Wednesday, August 26, 2020.

If you have questions, feel free to contact us at school.

Best Regards,

KG Robinson
Director of Bands

Avery Nichols
Assistant Director of Bands

Brandon Poteet
High School Principal

Foreword

This handbook is intended to serve as a general guide in the operation of the Perkins-Tryon Band Program. This general guide should not be construed as inflexible. When dealing with individuals, each separate circumstance must be dealt with in accordance with school and band policy. Therefore, the director will deal with problems based upon the circumstances of the moment.

The purpose of this handbook is to help you understand the policies and goals of the Perkins-Tryon Band Program. If you have questions, please feel free to contact us.

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Philosophy

Every aspect of music is important and will be emphasized at various stages in a student's development. The core of the instrumental program is the concert band. From this ensemble, groups such as the marching band, jazz ensemble, pep band, and various chamber groups are derived. The Perkins-Tryon Band Program stresses the advancement of the students' abilities to function in both the large group and small ensemble setting. Music offers a unique opportunity to challenge each student cognitively, affectively, and physically. It provides for emotional expression, intrinsic worth, and has a positive impact on individuals, families, communities, and cultures.

The Perkins-Tryon Band Program is a vital and important part of the total school life. It represents a colorful, visible, and highly disciplined segment of our school. The band's appearance at sporting events, concerts, parades, contests, as well as community and civic functions, adds a great deal of color and life to the Perkins community.

Through camaraderie and personal dedication, the Perkins-Tryon Band will strive for excellence in every field.

Organizations

High School Band

Membership in the high school band is open to any student in grades 9-12 with prior band experience and/or approval of the director. The full band performs at all Perkins-Tryon home football games, select away football games, and select home basketball games. The High School Band will also perform at parades, concerts, and contests.

High School Jazz Band

Membership is open to all band students in grades 9-12 who qualify by audition. Jazz Band is considered an enrichment ensemble that allows for another type of musical experience. Rehearsals for this ensemble are all outside the school schedule.

Solos and Ensembles

Each band student is given the opportunity to play a solo and/or an ensemble piece at contests. Rehearsals for these opportunities are all outside the school schedule. Students are encouraged to participate; however, they must understand the obligations of after school practices, providing their own transportation, and their commitment of attendance to their accompanist and director. Entry fees and accompanist fees are paid by the student or parent(s)/guardian(s) and cannot be refunded under any circumstance.

Honor Bands

Students may opt to audition for participation in an honor band. Students audition along with students of other area schools and if selected, participate in a two-day clinic that is concluded with a concert. Audition and participation fees are paid by the student or parent(s)/guardian(s) and cannot be refunded under any circumstance.

General Information

Auditions

Auditions for chair placement are held throughout the year on dates determined by the director. Specific requirements will be announced prior to each audition.

Equipment Needs

Each student must bring to class everyday: a sharpened pencil, their instrument in good working condition, assigned music, and a good attitude. Other equipment requirements may be added at the request of the director.

Supplies

Reeds, oil, and other supplies need to be ordered online at:

<http://edmondmusicinc.com/c-121-perkins-tryon.aspx>.

Supplies can be shipped to you or delivered directly to the school when our store representative visits once a week. ****ALL STUDENTS WILL PURCHASE A BLACK ½" 3 RING BINDER FROM THE BAND OFFICE.****

Student-owned Instruments

Repair and maintenance of student-owned instruments is the responsibility of the parent(s)/guardian(s). As a service to our students, Edmond Music sends a representative weekly to our school. Instruments in need of repair may be sent with the representative to the music store. The parent(s)/guardian(s) will be contacted by a representative with an estimate of the cost of repair before any work is completed.

School-owned Instruments

Students could be given the opportunity to play and use larger, more expensive school-owned instruments. Any student playing a school-owned instrument will need to purchase their own personal mouthpiece and any supplies necessary for that instrument. **Students will be charged a maintenance fee to help cover part of the cost of year-end maintenance** (see section on school instruments). Students must maintain these instruments as their own. If repairs are needed, it is the student's responsibility to take or send the instrument to Edmond Music in a timely fashion.

Instrument Storage

Lockers are provided in the High School band room for instrument storage during the day. Students may bring a lock to secure their locker. If a lock is used, the student must give an extra key or lock combination to the director to keep on file. Each student is encouraged to take his/her instrument home every night. Without practice, musical growth is hindered. Aside from individual improvements, security of instruments left overnight in school buildings cannot be guaranteed. Perkins-Tryon Schools assumes no responsibility for any instrument left in a school facility. **LOCKERS ARE FOR INSTRUMENTS ONLY. DO NOT PLACE OTHER PERSONAL BELONGINGS IN THE LOCKERS. Students are to only use the locker assigned to them.**

Attendance Policy

Rehearsals

High School Band

The High School Band has a strong tradition of excellence. In addition to meeting at the regular class period daily, extra required rehearsals and sectionals will be held before school in preparation for OSSAA Regional Marching Contest, District Concert Band Contest, and State Concert Band Contest. The director will schedule these extra rehearsals throughout the school year with adequate notice. They will begin at 7:30am unless designated otherwise by the director.

High School Jazz Band

Jazz Band rehearsals will take place before school when the High School Band's extra rehearsals are not scheduled. These rehearsals will be scheduled by the director and will begin at 7:20am unless designated otherwise by the director. Continuous failure to attend these rehearsals will result in dismissal from the ensemble. This ensemble can exist only if there is enough interest and a viable instrumentation.

Solos and Ensembles

Students that sign up to perform a solo or be in an ensemble for contest will be required to attend extra rehearsals outside of class. Soloists must either be taking private lessons or must schedule regular rehearsal time with a director and accompanist. Students who sign up to perform in an ensemble will be required to have scheduled rehearsals at least once a week with all ensemble members present. Failure to be adequately prepared may result in the solo or ensemble not being allowed to perform.

Performances

Performances are a culmination of classroom activities and are thus treated as tests to demonstrate skills, build self-confidence, and demonstrate self-discipline. Performances cannot be made up; therefore, attendance is required.

Band is a group activity that demands dependability of all members. Each student relies on his/her fellow band members to do their part in presenting a performance that has taken many hours to prepare. Failure by one student to do his/her part weakens the total performance of the other students. Therefore, each student jeopardizes membership if they miss performances.

Work is not considered an excused absence. In case of severe illness or a death in the family, please contact the director as soon as possible. Any deviations from this policy must be arranged through the director. Failure to contact the director prior to the performance could result in an unexcused absence, potentially lowering a student's grade.

Tardy Policy

High School Band

It is imperative that students be on time to all rehearsals (minimum of 10 minutes before the start of rehearsal). All students must be in their places ready to begin at the determined rehearsal start time. If a student is not in his/her place ready to begin when rehearsal begins, points will be deducted from his/her daily grade. **If a student comes into rehearsal late, that student must speak to the director at the conclusion of rehearsal to explain his/her tardiness. If this is not done, the tardy will be considered unexcused.** The director may ask for either a note or a phone call from the parent(s)/guardian(s) to verify.

High School Jazz Band

Because Jazz Band is considered an enrichment ensemble and does not affect the students' grades, points cannot be deducted for tardiness. However, if a student is continuously not in his/her place ready to begin at the designated start time, he/she may be dismissed from the ensemble.

Performance Code of Conduct

When an organization of the Perkins-Tryon Band Program is performing, all school policies and regulations are in effect. A fine musical organization is always noted for its superior musical performance.

Academic Eligibility

See Perkins-Tryon Schools Handbook.

Ineligible students may not participate in any OSSAA event (regional marching contest, district/state contest, solo/ensemble contest, or honor bands). Any fees paid by the students for these events are non-refundable. **However, ineligible students are expected to participate in non-competitive events such as home football games, local concerts, and local parades.**

Social Media

Band members are expected to behave in a manner that is becoming to the individual, as well as to the organization they represent. They should be aware that in or out of uniform they are representatives of the band program and the high school and should act accordingly.

Maintaining a higher standard of conduct will also include ensuring that band members' websites/social media accounts are appropriate. The internet is a worldwide, publicly accessible form of communication. Any social media content appearing on the internet is public domain even if it is marked private. Band members are responsible for their personal websites and social media postings as well as for postings on other students' websites/social media accounts. The area of appropriateness will include, but are not limited to, treatment of other students, language (abbreviated or alluding to), pictures, suggestive poses, clothing, reference to alcohol, drugs, and tobacco. Students using social media in any of the listed ways may be subject to disciplinary action to be determined by the directors and principal, including possible dismissal from the band program.

Performance Uniform and Dress Code

Marching Band Uniform

The school provides uniforms to band students consisting of a hat, jacket, pants, and uniform bag. Students furnish the following items to complete the uniform:

- Perkins-Tryon Band t-shirt to be worn under jacket (ordered through the band office)
- Black marching band shoes (ordered through the band office)
- Black marching band gloves (ordered through the band office)
- Long black socks
- Hair longer than collar length must be tucked into the hat
- Earrings, jewelry, face paint, etc., should not be worn while in uniform

Uniforms will be cleaned twice during the year. If your uniform needs to be cleaned beyond the scheduled times, it must be taken to **Duffy's Dry Clean City located at 2203 W. 6th Ave. in Stillwater**. Please do not allow dirt or spots to go untreated. UNIFORMS SHOULD BE WORN IN THEIR ENTIRETY UNLESS OTHERWISE DESIGNATED BY THE DIRECTOR.

Concert Band Uniform

- Long-sleeved SOLID BLACK dress shirt
- SOLID BLACK dress pants
- SOLID BLACK dress belt
- Long SOLID BLACK dress socks/hose
- SOLID BLACK dress shoes

School Instrument Policy and Maintenance Fees

There is a rental/maintenance fee for all students who borrow/use a school owned instrument or play percussion instruments throughout the summer and/or school year. **The fee for the 2019-2020 school year is \$50 for wind instruments and \$25 for percussionists.** This yearly, one-time fee will help off-set the total maintenance expenses of equipment throughout the year, while still providing a great financial savings to our families by not having to purchase the instrument.

While this fee will provide some relief on our repair and maintenance budget, the band program will still be covering the majority of the equipment expenses. *Please note that damage incurred due to irresponsibility or that was preventable on the part of the student, will be charged back to the student at the full repair price (in addition to the rental fee). If the instrument is lost or stolen, the student will be charged the **full replacement price** of the instrument (in addition to the rental fee).* Students are expected to take care of school instruments the same as if they owned them.

High School Band Grading Policy

Weighting

Performances	50%
Rehearsals	20%
Playing Tests	30%

Performance Criteria (grade for each performance)

- Student on time for performance warm-up
- Instrument and appropriate materials
- Attentive and contributing to a good performance
- Individual part performed at a high level of proficiency
- **ALL scheduled performances are required.** If a performance is added, students will be notified as far in advance as possible.
- Students not academically eligible to participate in a contest performance must complete an alternative assignment to receive credit for that performance. This assignment will be due within one week of the missed contest.
- In the case of a missed performance due to a family emergency or extreme illness, the director must be notified immediately.

Rehearsal Criteria (weekly grade)

- Student on time for rehearsal
- Instrument and appropriate materials
- Attentive and exhibiting good conduct
- Attendance to all rehearsal sessions
- Performing music at a proficient level

Playing Test Criteria (grade for each test)

- Playing tests will be administered one of three ways: playing in class, playing privately for a director, or by submitting a recording.
- Tone quality
- Rhythmic accuracy
- Note accuracy
- Style/Articulation
- Musicality

Extra Credit

There may be extra credit opportunities available throughout the year and will given at the discretion of the director.

Drug and Alcohol Policy

See the Perkins-Tryon Student Handbook. All school policies will be in effect.

Use of tobacco, alcohol, narcotics, any form of vaping, or any other controlled substance is prohibited during all band trips and functions. Failure to comply with this policy may result in immediate dismissal from the band program.

Discipline Policy

In order to maintain an orderly educational environment, the following discipline policy will be implemented:

Rules

1. Be Respectful
 - a. No talking while rehearsal is in progress.
 - b. Raise your hand and be recognized by the director before speaking.
 - c. No profanity.
 - d. Be kind to everyone.
 - e. No food or drink in the band room.
2. Be Prepared
 - a. Have all materials needed for rehearsal (instrument, music, pencil, valve oil, reeds, etc.).
 - b. Prepare individual parts to the best of your ability.
3. Be Punctual
 - a. Be on time for rehearsal (in your seat or on the field and ready to begin when rehearsal starts).
 - b. Be on time for all performances.

Consequences

The directors will utilize in class consequences while dealing with students that may cause disruptions. These consequences will include:

1. Verbal warning
2. Student conference
3. Student removed from rehearsal
4. Parent/teacher conference (by phone or in person)

If problems persist, the directors will follow the discipline policies set forth in each of the Perkins-Tryon Schools' Student Handbooks. Severe disruptions, even after following school disciplinary policies, may result in the student being dismissed from the band.

Transportation Policy

See the Perkins-Tryon Student Handbook. All school policies will be in effect.

Bus Rules

1. Screaming, loud talking, singing, and other disruptive sounds will not be tolerated.
2. You are expected to sit facing forward for the duration of the trip. Please do not stick your hands or head out of the window.
3. Portable audio devices will be allowed only with headphones.
4. Percussionists, tuba players, and band staff will be the first to exit the bus.
5. Drum sticks and mallets should be packed with the equipment and not carried onto the bus.
6. Food and drink are not allowed on the bus unless the director has approved it.
7. The emergency exit of a bus is for emergencies only.

SmartMusic

Smart Music is a computer program designed to assist students in practicing and improving on their instrument. SmartMusic.com states:

Music students learn more quickly and have more fun in the group context, but that's only possible a few hours a week at school. In order to learn and participate effectively, they need to practice musical skills at home. SmartMusic recreates the group setting by providing the context, or accompaniment, as if they were in the larger group.

More importantly, SmartMusic gives your child the feedback to learn efficiently and have fun at the same time. As they get involved in more activities, finding those learning solutions to accomplish this is critical to their continued participation. SmartMusic is the innovative practice solution that will keep your child participating while developing music skills and appreciation.

If you purchase Smart Music, students will be able to practice their tests/quizzes and other music as many times as they want, slow down their music, listen to professional recordings and look up fingerings of notes they missed. SmartMusic shows you exactly what you played correctly in green and the note you missed in red.

SmartMusic is purchased as a subscription. The normal subscription rate is approximately \$40/year. We encourage you to go to SmartMusic.com and view the parent resources and demo videos. SmartMusic also requires a microphone for your computer. The SmartMusic microphone is an additional cost, but the microphones used with a USB connection for any gaming system are also compatible. Apple computers or iPads (with microphones) do not require the microphone.

Parental Responsibility

It is profoundly important that the parent(s)/guardian(s) of each band student take on an active roll in their student's band experience. That said, some parent(s)/guardian(s) may be able to be involved more than others. Parent involvement greatly increases a student's chances for success and encourages his/her continued participation. The rewards for parents and families are among the many unexpected benefits of the student's band membership.

Examples of parent(s)/guardian(s) activities:

1. Providing help to the directors as needed throughout the year.
2. Serve as chaperones.
3. Assist with your student's personal practice time.
4. Serve as an accompanist for solos.
5. Most importantly, show support to your student by attending as many performances as possible and encouraging them to continue and improve.

Fundraising and Student Accounts

There are financial obligations involved in the high school band. To help defray these expenses, there are many opportunities for fundraising throughout the year. Money earned through fundraisers tracks with students from the time they are in sixth grade. Students and parents can check the status of their finances through the band office. When a student leaves the band program for any reason (graduation, moving, or quitting), their money will remain with the band program. This money was earned by the student as a member of the band program to help support their participation in band. Any money remaining in student accounts at the end of their time in band will be absorbed into the band's general activity fund to help defray the costs for all students. If a student has a sibling currently enrolled in the band program, any money remaining in the departing student's account will be transferred to their sibling's account.

Communication Opportunities

Website

www.perkinstryonbands.weebly.com

Announcements, general information, forms, etc., will be posted on the band website. Please check this site regularly for any information regarding any part of the band program. Students and parent(s)/guardian(s) are responsible for keeping up with any information or announcements made through this site.

Email

It is vital that the directors have an up-to-date email address for each student's parent/guardian. A majority of information regarding band activities is sent home via email. For director contact information, please refer to page 4.

Text Message Reminders

Remind - A Remind account has been set up for your student's class, we encourage all students and parent(s)/guardian(s) to sign up for this tool. This allows the directors to send out any announcements via text message to the group. Instructions to sign up for a specific class are listed below:

HS Band Students

Text @bandpths to 81010

HS Jazz Band Students

Text "@pthsjazz" to 81010

Social Media

Facebook – Follow our Facebook page: Perkins-Tryon Bands

Twitter - Follow the band on Twitter: @PTHSBand

Instagram – Follow the band on Instagram: perkinstryonbands

Perkins-Tryon Band Awards

Director's Award

The Director's Award is presented to the senior who has done more than what is required to help the band program. These students typically give freely of their time to help the band program improve. The recipient of this award is determined by the directors based on a student's dedication to the program and the assistance they provide to the directors in the operation of the program.

John Philip Sousa Award

The John Philip Sousa Award is the highest award of the Perkins-Tryon Band Program. This award recognizes the senior student who exhibits superior musicianship, dependability, loyalty, and cooperation. The directors determine the recipient of this award based on the above listed criteria.

Louis Armstrong Jazz Award

The Louis Armstrong Jazz Award recognizes the senior student that has been a dedicated member of the jazz program and has exhibited outstanding musicianship and dependability within the jazz band. The directors determine the recipient of this award based on the above listed criteria.

Outstanding and Most Improved Musicians

Outstanding Musician awards are presented to the best musician in the ninth, tenth, and eleventh grades. The Most Improved Musician awards are presented to one student in each grade. The directors determine the recipients of these awards based on musical achievement and improvement.

Outstanding Soloist/Ensemble Award

Students that receive a superior rating on a solo or ensemble at both District and State Solo and Ensemble Contests will receive the Outstanding Soloist/Ensemble Award. This is in the form of a certificate and recognition at the annual Band Banquet.

Senior Awards

Seniors will receive special recognition and awards upon completion of their Senior Year in the Perkins-Tryon Band Program. In addition, senior students and their parents will be recognized at the final regular season home football game for senior night.

Band Booster Scholarships

Each year the Perkins-Tryon Band Booster Organization presents scholarships to two senior band members. A special council made up of band parents selects the recipients of these scholarships. Applications and more information will be available to students in the spring of each year.

Letter Awards

First year lettermen receive a chenille letter and a certificate. Second, third, and fourth year lettermen will receive a certificate and a gold bar to be placed on the chenille letter. Letter points do not carry over from year to year. To receive a Letter Award a student must:

1. Be a member of the Perkins-Tryon Band for the entire academic year.
2. The student will earn a minimum of 30 letter points
3. The student must have no unexcused absences from a required rehearsal, sectional, or performance.

Lettering Point System

I. Festival Entries – Solos	
a. District Level – First Division	4
b. District Level – Second Division	3
c. District Level – Third Division	2
d. State Level – First Division	6
e. State Level – Second Division	5
f. State Level – Third Division	3
II. Festival Entries – Ensembles	
a. District Level – First Division	3
b. District Level – Second Division	2
c. District Level – Third Division	1
d. State Level – First Division	4
e. State Level – Second Division	3
f. State Level – Third Division	2
III. Honor Groups	
a. Auditions (NCDA/All-State First Round)	1
b. Auditions (OSSBDA and/or OSSBDA Jazz)	1
c. Auditions (Cimarron Valley and/or CV Jazz)	1
d. Auditions (OkMEA Second Round)	2
e. Member of NCDA Honor Band	5
f. Member of OSSBDA and/or OSSBDA Jazz	5
g. Member of Cimarron Valley and/or CV Jazz	3
h. Member of OkMEA All-State Band/Orchestra	10
IV. Large Group “I” Ratings (each)	
a. Marching Band, Concert Band, Sight-Reading	1
b. Caption Awards (Outstanding Percussion, Class Champions, etc.)	1
V. Misc. Points	
a. Perfect Attendance Band Camp Rehearsals	5
b. Special Service Groups: Leadership Team, Band Staff, etc.	5
c. Member of Jazz Band	8
d. Private Lessons (3 points per semester) total possible	6
e. Approved Summer Music Camp (2 weeks or less)	2
f. Approved Summer Music Camp/Activity (more than 2 weeks)	5
g. Approved outside instrumental performances (max 3 per sem.)	1
h. Approved outside instrumental concert attendance (max 3 per sem.)	1
i. Approved master classes or clinics (3 points per semester max.)	1
j. Member of a drum corps (previous summer)	10
k. Member OSU Winter Drum Line	5
l. Member Oklahoma Youth Orchestra (or comparable)	5
m. Approved extra auditions (music school, Quartz Mountain, etc.)	3

Perkins-Tryon Band Program AGREEMENT FORM

PARENT(S)/GUARDIAN(S) AND STUDENTS:

Please read the Band Handbook thoroughly and sign the form as indicated below. This form must be returned and/or the Google Form submitted by Wednesday, August 26th.

By signing this agreement, we understand that we must abide by all rules and guidelines in the handbook. This form also serves as permission for the student to participate in any extra events such as solo and ensemble competitions, honor bands, etc. for which we will have to pay an extra fee. We also understand that any fees are deemed NON-REFUNDABLE under any circumstance.

We also understand that this form will serve as an agreement for any school instrument that is checked out to the student. We agree to pay any and all expenses damages that may occur during the school year. We also agree to pay the yearly maintenance fee as outlined in the handbook and on the separate school instrument check-out form. We understand that the instrument will be checked-out to the student in working order. Failure to turn in the instrument in the same condition will result in us paying for any maintenance that needs to take place. We also understand that any fees are deemed NON-REFUNDABLE under any circumstance.

HS STUDENT/PARENT(S)/GUARDIAN(S) – UNIFORM AGREEMENT: We understand that by signing this agreement, we are responsible for the student’s band uniform. We agree to make sure that the uniform is dry-cleaned as needed throughout the year. Failure to turn in the uniform on time will result in the school billing us the amount for the entire uniform.

Parent/Guardian Information

GUARDIAN SIGNATURE: _____ Date: _____

GUARDIAN NAME (Please print): _____

GUARDIAN E-Mail Address: _____

GUARDIAN Cell Phone: _____

Student Information

STUDENT SIGNATURE: _____ Date: _____

STUDENT NAME (please print): _____

STUDENT E-Mail Address: _____

STUDENT Cell Phone: _____