



CLEVELAND

CLEVELAND ARTS PERFORMANCE ENSEMBLE

MEMBER HANDBOOK

2019-2020

ENSEMBLES AT CLEVELAND

Throughout the school year, musical opportunities abound as fun and exciting means to obtain an excellent music education. The rewards of being a member of an award winning organization can far exceed your greatest expectations. Most importantly, participation in the performance ensembles of Cleveland allows students to work as a large family striving to obtain one goal: excellence.

Cleveland Arts Performance Ensemble (Fall Semester)

The Cleveland Arts Performance Ensemble is the most visible ensemble of our organization. Whether they are performing at pep rallies, football games, parades, or competitions, our marching band is the musical ambassador of Cleveland High School.

Summer camps are a necessary and important part of the process, as we prepare for our performance schedule in the fall. Each facet of the Cleveland Arts Performance Ensemble (Winds, Percussion, and Color Guard) will hold separate camps throughout the summer, as well as a full marching band camp in August.

What you need:

The following items are required for participation in the Cleveland Arts Performance Ensemble:

1. Three-ringed binder with plastic sheet protectors for all music
2. Pencil for music and drill sets
3. Small, personal water cooler - with name written in permanent marker. The school supplies ice and water. No sharing!
4. Comfortable tennis shoes with socks. No one will be allowed to go barefoot at any time, due to fire ants and other safety hazards.
5. Lots of patience with a good, caring attitude

The following items are *strongly encouraged*:

1. Light-weight, light-colored clothing, rain wear
2. Hat
3. Sun block for skin and lip balm for the lips
4. Bug spray/lotion – Be careful not to combine bug spray with suntan lotion as this causes an adverse skin reaction for some people.

Rehearsals for the Cleveland Arts Performance Ensemble are held on Tuesdays, and Thursdays, whenever school is in session throughout August, September, and October. There is a direct link between the amount of quality practice and the success of the band. There are additional rehearsals on Friday and Saturday. Please adhere to the schedule posted on the website at clevelandhigh.band.

Cleveland Concert and Symphonic Bands (Spring Semester)

Students are placed into either Concert or Symphonic Band. These two bands meet during the school day, throughout the spring semester. The concert season is often a “forgotten” aspect of the band program, but it is when musical training is at its peak. Whether in Concert or Symphonic Band, students are challenged to give a purposeful approach to their home practice and classroom rehearsal.

Concert Band is an ensemble designed to perform Grade IV music at our NC Music Performance Adjudication (MPA), which takes place in March. In general, most Freshmen and Sophomores are enrolled into this section of band. Occasionally, more advanced students will use this ensemble as an opportunity to “double” on a new instrument.

Symphonic Band students are challenged to perform Grade VI music at MPA, which is the most advanced music – normally performed by collegiate bands. This level of music demands a high intensity of musicality and maturity from each participating student.

When individuals within the band grow musically our ensembles will follow suit. Cleveland band students are encouraged to challenge themselves to prepare for the *All District Band* auditions, which take place in January. Also, *Honors Band Credit* is offered to the most advanced band students, who excel in musical performance. The details for Honors Band Credit will be provided for students interested in this opportunity.

Attendance Policy

Absence affects performance, and the success of performance-oriented activities such as band *depends* upon full participation. Each student's participation affects the group outcome, and each student plays a valuable role in this process.

Attendance guidelines have been developed to support the learning process for individual students and the entire group. Attendance is related to both self-discipline and learning. If a student is not in rehearsal, he or she has missed that participatory portion of his or her educational experience and the experience cannot be made-up.

A calendar of events is published in advance to facilitate your planning. Students and their families are requested to plan appropriately when scheduling appointments, etc. so that rehearsals and performances are not missed.

The following attendance policy applies to both the band class rehearsals and the extra-curricular rehearsals of the marching band, winter percussion, winter guard, etc. that are outside of regular school hours.

Excused Absences

Excused absences will only be granted for certain unforeseen conflicts. Excused absences include illness, death in the family, an important religious observance, or potentially other unforeseen circumstances, at the discretion of the director. Personal conflicts such as doctor's appointments, jobs, homework, etc. are not excused.

If a student wishes to receive an excused absence, the student must submit a request, in writing, to the director at least one week prior to the absence. Failure to do so will automatically result in the student's absence being unexcused. *Submission of a request does not guarantee approval.*

Excused absence request forms can be filled out electronically on Mr. Heard's and Mr. Rainville's website as well as at clevelandhigh.band.

In the event that a student must be absent due to an unforeseen emergency such as personal illness, the student is required to email Mr. Heard at jasonheard@johnston.k12.nc.us and Mr. Rainville at steverainville@johnston.k12.nc.us to inform them of the absence. If a student is well enough to attend class during the school day, the student is expected to attend rehearsal and will not be granted an "excused" status for missing the rehearsal without advance permission from a director. Additionally, the student is required to bring a parent note to the director on the day of his or her return to school. Failure to do so will automatically result in the student's absence being unexcused.

Unexcused Absences

An unexcused absence is one that does not satisfy the requirements listed previously for excused absences. An unexcused absence from a rehearsal or performance may result in the student not being allowed to perform in the next performance. An unexcused absence from a performance will result in a lower participation grade in band. An unexcused absence from a performance will also result in a student forfeiting any awards that he or she would have been eligible for that year and may also alter his or her participation status in that ensemble. Two unexcused absences from rehearsals will similarly result in forfeiture of awards. Multiple attendance issues may also result in an alteration of the student's participation status. Any student who finds their participation level altered due to attendance issues or behavioral consequences will not be refunded or excused from any financial fees and responsibilities due for participation in the activities/events.

Promptness

The most important part of any band rehearsal occurs in the first five or ten minutes. It is during that time that, in addition to warming-up physically, the student will focus his or her mind into the group rehearsal process. Tardies also follow the same guidelines and excuse procedures listed above. Two unexcused tardies equal one unexcused absence and with that comes all of the ramifications listed above. With respect to promptness students are encouraged to keep the following adage in mind:

***To be early is to be on time
To be on time is to be late
To be late is to be left!!!***

During the school day, students are expected to be in the band room preparing for rehearsal at the beginning of the assigned class time. Precisely two minutes after class is scheduled to begin, students must then be in their chairs warming up for class. Those students not in class when the tardy bell rings and/or not in their seats warming up two minutes afterwards will be marked tardy. Tardies will have an adverse effect on the daily participation grade.

Student Pick Up

When picking up students, parents are expected to park in a parking space. The band uses the road to transition themselves and their equipment to the band room. For the safety of our students, the parking lot should be used by parents waiting for students' dismissal at the end of rehearsal!

Please be mindful of start and end times. Parents are expected to pick their students up no more than 30 minutes after the scheduled end time. Parents or students who abuse this may be removed from the band.

Grades

Students will be constantly evaluated in class and before/after school on material that is to be prepared as a group and through individual practice. The great thing about band is that we are accepting of everyone, regardless of his or her musical ability unless they are a discipline problem, have a bad attitude, or lack serious work ethic.

A nine weeks average will consist of an accumulation of the following types of grades:

- **Daily Participation Grades** - Participation grades are daily/weekly assessments. Students who consistently follow instructions in rehearsals, who come to rehearsals with their music assignments prepared, who abide by behavioral norms in class and on the marching field (not talking at inappropriate times, respecting teachers and peers, etc.), and who have all of their required supplies on hand will earn a participation grade of 100. Points will be deducted at the director's discretion for not adhering to one

or more of these components.

- **Playing & Performance Assessments** - Performance evaluations of the music or other assigned materials. Students will check off their music assignments for the band director on a regular basis; integrating mark time, horns up and down, holds, movement, etc. whenever appropriate. Students are allowed multiple opportunities to gain full credit on check off. It is our desire and expectation for students to challenge themselves and replay until they have reached the highest grade of 100. A student will be granted additional time to make up a missed pass off due to illness or a family emergency, but he/she must communicate with a band director as soon as possible in order for this to occur. Check offs are not restricted to the marching band show music and may consist of other materials such as body movements associated with the marching show, scales, and warm-up exercises.
- **Performance Grades** – Students are expected to be at all performances. An unexcused absence from a performance will result in a zero for that performance grade that could result in the removal from band at the end of the semester. There will be alternate students waiting to fill in available spots due to absenteeism. Again, communication with the director is the key.
- Below is a description of the grade percentage breakdown for a single six weeks average:
 - Daily Grades (30%) – Daily Grades and Rehearsal Attendance
 - Performance Participation (30%) – Football Games, Marching Band Competitions, Concerts
 - Test Grades (40%) – Pass-Offs, Scales, and Warm-Up Material

Pass-Offs

Pass-offs are designed to ensure that all players have memorized their music. All section members must play each piece of music by memory with two mistakes or less to pass it off. All musicians in the band are expected to pass-off all show music, the Star-Spangled Banner, the Fight Song, and any other piece assigned by the director. The pass-off procedure begins with all section leaders passing-off by memory to the Drum Majors. Once these students have passed-off they will then begin listening to students in their sections.

Deadlines for the pass-offs will be announced at band camp. Any student not passing off by the assigned deadline will not perform in the upcoming half-time shows until the necessary music is passed-off. Students are required to attend all performances even if they have not passed-off the music. Students with multiple performance issues due to pass-offs may find their participation in the ensemble modified. These students will stand on the sidelines during the show.

It is our plan to assess students' musical growth and progress according to the following timeline:

- **1st Semester** – Check offs on specific cuts of the show music, pass-offs on Warm-Up studies (memorized), and check-offs on body movements that correspond to the marching band show at specified tempi.
- **2nd Semester** – Check offs on ALL of the MPA and Concert music incorporating all stylistic elements, as well as the performance of specified scales and technique studies. Students in band class are required to take both semesters of band. Two units of credit are awarded at the end of second (spring) semester. If a student drops band for second semester, no credit is awarded for first semester. Color guard members do have the option to take color guard class for one or two semesters.

Chair Placement & Part Assignments

Chair placement in all Concert Bands is on the basis of playing auditions. Chair placement auditions may be held throughout the school year. Students are placed in chair order **only** on the basis of “how they perform” the audition music. **The classification of a student is no factor, unless the students play equally. In that case, the student in the higher grade will be placed ahead of**

the younger student. All County or All District Band results may also serve as chair placement option. Mr. Heard and Staff members will not discuss performance placement at any time with parents. This is not negotiable.

Ensemble Role

Every student has an opportunity to be a part of the Cleveland High School Band. Their role (instrument, part placement, etc) will be determined by the director and staff. These decisions are made based on what is best for the band. While some students may “want” to play or spin certain equipment, it is the staff’s job to place the students in a position where the student and the band can both be successful. Please know all decisions are based on what is best for the band and the student.

Conduct

Students are expected to demonstrate positive and cooperative behavior when associated with the bands of Cleveland High School. When students are wearing a Cleveland High School band uniform they are representing their school. Inappropriate or offensive behavior or language will not be tolerated. The band represents itself, the members therein, and the school, and strives to represent the *best* in high standards and traditions.

Specific Behavior Guidelines

1. All Johnston County Board of Education disciplinary guidelines are in effect at all band functions.
2. No use of alcohol, tobacco, or illicit drugs. Possession or use of any of these will result in disciplinary actions in accordance with school policy. This may include action by law-enforcement authorities. It may also result in expulsion from the program.
3. No abuse of school facilities or equipment. This includes uniforms, instruments, music, or the physical structures. Students will be charged for any damage to the above.

4. No unauthorized use of school instruments. A signed permission form must be on file for students to play school instruments.
5. Absolutely no hazing, bullying, or harassment of students.
6. No profanity will be tolerated.
7. No disrespect of authority. This includes all student leadership, administrators, teachers, staff, band parents, and anyone else connected with the program.
8. No one is permitted to leave designated areas without permission. A director or chaperone must know where you are at all times.

Students who do not abide by these guidelines may be subject to administrative referral and participation in extra-curricular events may be modified or suspended. Continued behavior issues or extreme matters may result in the student being dismissed from extra-curricular events.

In the Band Room

1. Students must be prompt and prepare for rehearsal in a positive manner (see attendance policy).
2. Over 140 students use the band room each day. Strive to keep it clean and orderly. Trashcans are provided for the students' usage. Instruments and music folders are to be kept only in the instrument storage located in the band room. Inappropriate behaviors include activities such as playing percussion (or other) instruments without permission, careless treatment of room or equipment, and use of room for reasons other than practice or music rehearsal. Common sense should take care of these issues.
3. There is to be absolutely no food, drink, or gum in the band room - EVER!
4. Music stands and chairs are to be put back on the racks or stacked neatly after each rehearsal.
5. Books are not to be stored in instrument lockers. Band room lockers are to be used only for instrument and music storage.
6. Vandalism, use of school equipment, or other student's property without permission is not tolerated.

Care of Instruments

All instruments should be treated with care whether they are student owned or school owned. Store them properly. Keep mouthpieces, reeds, valves, etc., in good playing condition. Have extra reeds. It is the player's responsibility to maintain his or her instrument and to keep the director informed of any problems with the instrument that could affect the player's ability to participate fully.

- Students may be excused for no more than two days of playing while an instrument is being repaired.
- An excuse will only be granted if a repair note is provided.
- If a store must keep an instrument for longer than two days to complete the repairs, a "loaner" instrument should be requested.

Care of Music

Band music is extraordinarily expensive. Music folders are designed to help protect this music from damage. Despite this care must still be taken in order to keep the music in good condition for future use.

- All marks must be made in pencil and erased before turning in the parts.
- Music not returned in good condition will be charged at the replacement rate.
- If replacement music parts are not available, the student may be required to purchase the complete set of parts.

Bus Trip Rules

1. Each student is responsible for his or her own instrument and uniform. If a student forgets something, he or she may have to sit out the performance.
2. Only instruments saxophone sized and smaller go on the bus. All other instruments go on the equipment truck. Students are responsible for getting large instruments to the equipment truck.
3. Unless told otherwise, the complete uniform will be worn on the bus.
4. Keep the bus clean...in words and actions.

5. All county and coach bus rules apply as well as specific rules of the individual drivers.

6. Buses will be loaded in the following order: chaperones, then leadership and staff, then seniors, then juniors, then sophomores, then freshmen.

7. All students will ride the bus to the event. Students may ride home with a parent **ONLY** if a written note from the parent is given to the chaperone on the student's bus before leaving the school prior to the event. We are responsible for you and must know your whereabouts at all times. Students that do go home with their parents must return their uniforms to school that evening.

8. All students must stay for the entire game or event.

9. There will be no changing from one bus to another.

Football Game Rules

1. No food or drink in the stands unless distributed by the chaperones.

2. All students must remain in full uniform and must stay in their places in their sections throughout the game.

3. No conversations with friends outside of the band during the game.

4. No non-band members in the stands during the games.

5. No playing of instruments in the stands unless directed by a Drum Major or director.

Varsity Letter Point Requirements

Each student must accumulate a total of **100** Artistry Credits over the course of the school year. The ways to earn credits include/but are not limited to:

- 75 pts – Participating in a private lessons for one full-year.
(Those students will need to provide proper documentation.)

- 50 pts – Participation in Marching Band with no unexcused absences.
- 25 pts – Auditioning for All County, District Band, All-State 1st round, or any other ‘auditioned’ honor group (per director approval)
 - 25 more points will be awarded for earning a spot in one of these groups
- 100 pts – Being accepted and participating in the NCBDA All-State Band
- 25 pts – Participation in Cleveland Band sponsored extracurricular activities (other than Marching Band); ex. Jazz Band, Floor Crew, Percussion Ensemble, Chamber, etc...
- 25 pts – attending a summer music camp
- 10 pts – participating in an optional Cleveland Band fundraising activity
- Students may be awarded points for other extracurricular musical activities (such as performing at church) on an individual basis at the discretion of the Directors.

To earn a GUARD letter, the student must participate in Fall Guard AND Winter Guard.

Additional Requirements:

- 1) The student must either be in band class for 2 Full Semesters, or be a member of the Marching Band and in class for 1 Full Semester
- 2) The student must participate in all REQUIRED fundraisers throughout the year
- 3) The student must have ZERO (0) unexcused absences from rehearsals or performances (including Marching Band rehearsals and performances)
- 4) The student must have ZERO (0) disciplinary actions that result in either In-School or Out-of-School Suspension.

Students will fill out Artistry Credit Verification Forms in April. It is the responsibility of the student to provide any necessary evidence for non-Cleveland Band activities. Varsity Letters will be awarded at the end of year banquet.