

Charles Henderson High School “Blue Machine” Band Program



Handbook 2023-2024

Dear Students and Parents,

I would like to take this opportunity to say hello and welcome you to the Charles Henderson band program! If you enjoy playing an instrument, and want to become a better musician, then this is the place for you. You will enjoy the experience of learning in groups, developing quality citizenship and building a tradition of musical excellence. This handbook is designed to help make your orientation to the “Blue Machine” Band program a quick and easy task. Through the reading of this handbook, you will be informed of the responsibilities that will allow you to be a successful and active band member at Charles Henderson High School.

Parents and students are requested to read the content of this booklet. Your careful attention will answer most of your questions and hopefully eliminate any misunderstandings later in the school year. You will find an agreement attached to the back of the handbook that students and parents will sign. Remember, your positive attitude may contribute as much toward your success in music as your musical excellence and skill. My hope is that the expectations set forth in this booklet will aid students in their musical growth, their feelings of accomplishment, and their appreciation of the rewards and positive emotions connected with commitment. These are acquired life skills that develop with sincere involvement in the Charles Henderson High School Band program, where the real satisfaction comes with the hard work students are willing to devote to their band.

I am very excited that your student has chosen to be a part of our organization, and I am sure that you and your student will be an asset to the music program. If you have any questions about any of the information in this handbook, please do not hesitate to let me know.

Sincerely

Tyler Logan,

A handwritten signature in cursive script that reads "Tyler Logan".

Director of Bands, Charles Henderson High School

[Email- logant@troyschools.net](mailto:logant@troyschools.net)

Statement of Purpose

Participation in the music program allows students to develop a variety of human experiences and emotions. The goal of the band program here at Charles Henderson High School is to help each student learn, grow, and understand the value of their musical studies and experiences. This goal is achieved through daily instruction which allows students to:

1. Develop their musical talent to its fullest potential
2. Experience music as a part of an ensemble, and as an individual
3. Learn to listen to ensemble sounds and to evaluate what factors make the musical sounds complete
4. Develop self-confidence and discipline
5. Participate in a group activity which results in personal enjoyment and pride.

Ensembles

There are many ensembles that occur within the CHHS Band Program. They are as follows:

CHHS Symphonic Band

This band is the premier ensemble at CHHS and represents the core of the Band Program. This audition (trying out for each instance; Competitions, Music Performance Assessment, Allstate) group performs concert literature at the highest level and represents the hub of the wheel that is the CHHS Band Program.

Charles Henderson Marching “Blue Machine” Band

The “Blue Machine” Band presents the halftime entertainment at CHHS Football Games and competes in marching festivals throughout the Southeast. Membership in this ensemble is required of band members in their 3rd year of playing or 8th grade and above.

Other Small Ensembles

Groups such as Jazz Band, Brass or Woodwind Quintet, Percussion or other instrument ensembles may exist at different times throughout the school year; however, rehearsals for such ensembles will occur outside regular school hours. Participation in these groups is on a volunteer basis and they are not required.

Expectations

Classroom Expectations and Daily Routine

Band is a cooperative venture where every single member of the band contributes to our success. To that end, the following are expected **each and every day**:

- Be in class on-time. You should be in the room when the bell rings and be in your seat warming-up on your own within 3 minutes of the bell. Failure to do this will result in a tardy.

- Have your instrument in **proper working order**. Percussion students are expected to have the proper sticks / mallets **every day**

- Have all your music and books **each** day in class. Music and books should be kept in your folders.

- Have a pencil in your folder**. You will be expected to make marks in your music.

The music room contains equipment and instruments that are worth a great deal of money. This equipment must be in good condition for us to use it. The following guidelines apply to equipment in and around the music room:

- If it is not yours, DO NOT TOUCH IT!**

- Only percussion players are allowed to play on the percussion instruments.

- Percussion instruments are exactly that, instruments – not noisemakers. Please treat them as such.

- No food, drink, or gum is allowed in this room; the only exception is bottled water. Students that are enrolled in 3rd block class may keep their lunch stored in their band locker. This DOES NOT mean to eat in the band room. Keep any food/drink items away from ALL equipment.

- RESPECT whatever equipment you use. Without our equipment, we cannot be a band.**

Band is a LARGE CLASS. We must adhere to a stricter level of cooperation and discipline than an average class.

- There is no talking when the director is on the podium running rehearsal. The director will not rehearse during your conversations in the hall, so do not talk during his rehearsals.

- Negative comments about other students in the class are not acceptable at any time.**

- It is your responsibility to take out and put your folders away each day. I do not need to clean up after you.

- Stop playing as soon as a cut-off is given. Once time in rehearsal is lost, we can never get it back!

- Please use the restrooms before rehearsals begin. Failure to leave the restrooms clean will result in revocation of restroom privileges. (Not including students with documentation for restroom instances)

- There will be no horseplay of any kind in the music room.

- Students are expected to follow the directions of the teacher at all times.

- Students are to store their instruments in their proper locations. I cannot ensure that your equipment will not be tampered with if it is not stored properly.

- Students will not be allowed to play on another student's instrument, regardless of if that student "told you that you could use their instrument", as this is impossible to police. Play on your equipment and your equipment only.

Consequences for not meeting these expectations may include cleanup duty, discipline essay, reduction of participation (preparedness) grade, parent conference, discipline (office) referral, or dismissal from band

Travel Policies

- In the event that any ensemble within the music program is **required** to travel to another location for a performance (such as Alabama Music Educators Association Music Performance Assessment, PARades, ETC.), transportation will be provided or approved by the school.
- All members traveling must be in good standing with Charles Henderson High School
- All members **must** travel to every performance with the group.
- Chaperones will be assigned to each bus. (Chaperone Applications will be given to those interested and meet with director)
- Standard rules of conduct for school buses are in effect for all trips.
- All Troy City Schools Board of Education Policies are in effect for all trips.
- Upon arrival, everyone will remain seated on the buses until the Director gives instructions.
- Drugs, alcohol, and tobacco products are not allowed at any school or band function. Results of being in possession of these items result in you being dismissed from the music program IMMEDIATELY.
- Students who wish to ride home separate from the band may do so under the following circumstances:
 - The event has concluded. (Football game, marching contest, etc.)
 - They are signed out following the event by their parent or legal guardian. (No Exceptions)
 - They agree to either check in their uniform before departure or bring it appropriately hung up on the next school day.
 - They have properly stored all equipment and their personal instrument
 - Personal instruments must be taken with them after departure. (It is unfair for the students who do ride the bus home to have to unload everyone else's instruments.)

Social Media

Social media is absolutely unavoidable in this day and age. It can represent a great resource for networking and communicating with a large amount of people in a short amount of time, however the transparency of social media allows for a large number of people to see your posts whether you want them to or not. As a member of the Charles Henderson Band program, you must be aware that your posts on social mediums such as Facebook, Twitter, Snapchat, TikTok, and Instagram may reflect on the program itself. If it is brought to the attention of the Director or Principal that a member of the band is posting content that reflects poorly on Charles Henderson High School or its Band program, appropriate actions will be taken at the discretion of the Band Director and Principal.

Cellular Device Policy

All students must follow Troy City School Cellular Device policies

Uniform Policies

A uniform look is important during performances to establish a clean, professional look in any ensemble. In all performances, band members must be in uniform to receive full credit for the activity.

High School Marching Band

- Full Marching Uniform as prescribed by the performance.
- Solid White Marching Band Shoes
- Solid White Calf or Knee Length Socks
- White Gloves
- “Charles Henderson Band” Under Uniform Shirt

Auxiliaries:

- Uniform prescribed for each performance by Auxiliary Sponsor/Captain

Symphonic Band:

- Full Symphonic Band Uniform
- Solid Black Closed Toed Shoes (Flats strongly encouraged)
- Solid Black Calf or Knee Length Socks
- All attire must be clean and without wrinkles. We wish to appear as a professional ensemble, and attire that is not properly cleaned and wrinkle free does not present that image.
- Should a student lose or damage a part of their uniform in any way that is not constituted by normal wear and tear, they will be responsible for purchasing a replacement before they may perform.
 - Prices for replacement uniform parts:
 - Marching Band Jacket \$200
 - Marching Band Pants \$60
 - Tuxedo Jacket \$65
 - Concert Dress \$65
 - Vest \$25
 - Bow Tie \$5
 - Band Shoes \$32
 - Helmet \$100

All other ensembles:

Uniforms will be announced with the date of performance and may vary based on the needs of the performance.

Academic Policies

All Charles Henderson Band students are expected to maintain a certain academic standard. Students' academic work must come first. If your student is struggling academically, please do not hesitate to contact the director and he will try and find your student help.

Marching/ Symphonic Band

- All students must maintain a C average in all other academic subjects to remain in band. These grades will be checked at each progress report. Students who fail to meet this academic standard may be placed on non-performance status until the grade is brought up.
- Any student who fails to maintain a C average in all other academic subjects for more than 2 consecutive 9 weeks may be removed from the band.

Grading Policies

Class participation: 40% This includes class and after school rehearsals which are on the schedule. This also includes any practice logs and other assignments. Students must have their instrument every day, a pencil at every rehearsal, and show maximum effort to earn the best grade.

Performances: 60% Students are expected to be present, in proper attire, and prepared for all performances as outlined above.

Band Fee Policies

Band Fee Schedule

Marching/ Symphonic Band- All students enrolled in band in grades 8-12 are responsible for the following fees (Where applicable). All fees (including miscellaneous fees) will be due by band camp registration each year.

- First Semester Band Fee: \$50- These fees cover purchase of new music for different ensembles, as well as any repairs/purchases for the band program.
- Second Semester Band Fee: \$50- These fees cover purchase of new music for different ensembles, as well as any repairs/purchases for the band program.

Miscellaneous Fees- These fees are only required if your student uses the items the fee covers.

- School Owned Instrument Fee (Wind & Percussion students): \$50/semester- Required of wind & Percussion players playing a school owned instrument. This will allow instruments to be serviced and repaired as well as covering purchase of sticks, heads and other percussion accessories.
- Used Shoes : \$15 - Students may purchase shoes from the uniform room at a discounted price instead of purchasing brand new. This will be a first come first serve basis.

Students who need to be placed on a payment plan may meet with the director to set up this option.

Student in Good Standing Policy

In accordance with the Charles Henderson High School's Student in Good Standing Policy parents and students are hereby notified that should a student lose their status of being in good standing for any reason, they will be barred from attending any rehearsal, performance, or event that occurs outside of the normal school day. Students who miss rehearsals due to having their good standing status revoked will be placed on non-performance status until their Good Standing Status is regained. Students who miss graded performances due to being not in good standing must see Mr. Logan within 3 days of the event to receive an alternative assignment.

Facility Use Policies

Organization and care of facilities and equipment go hand in hand with pride and musical excellence.

Please make careful note of this statement.

1. Neatness and cleanliness of the band room.
 - A. The room must be left in order after every rehearsal.
 - B. Only instruments and music may be stored in the band room
 - C. The band room will be open at 7:50 A.M. every day, use this time before school to properly store your instrument during the school day.
2. Proper storage and care of instruments and equipment.
 - A. Always shelve your instrument after using it. Do not leave it out. Handle instruments with care. Clean them regularly.
 - B. All instruments and equipment must be put in their proper place after all rehearsals and performances.
3. Good attitude and behavior while in band room
 - A. Have pride in your band room and ensemble
 - B. When asked to do your part in helping clean up, do your part willingly.
 - C. During marching season, certain sections will be assigned cleanup duty weekly. This duty includes sweeping and cleaning the instrument storage room and foyer, picking up all excess trash in the band room and on the band field, and taking out the trash in the restrooms and instrument storage room.
4. Any deliberate abuse or defacing of facilities, equipment, or instruments will not be tolerated. Individuals caught abusing facilities or equipment will:
 - A. Pay any expense due to the abuse or defacing.
 - B. Be removed from the program.
5. No loitering in the band room. **NON-BAND MEMBERS ARE NOT ALLOWED IN THE BAND ROOM WITHOUT SPECIFIC PERMISSION. THIS IS FOR YOUR SAFETY AND THE SECURITY OF OUR INSTRUMENTS.**
6. **DO NOT BRING FOOD, GUM OR DRINKS OTHER THAN BOTTLED WATER WITH A LID INTO THE BAND ROOM!**
7. The band room is primarily a place for work. The striving to make good music is enjoyable work, nevertheless. When you enter a church for worship, your behavior changes, reflecting your purpose for being there. Similarly, when you enter the band room, your purpose for being there should be reflected in your behavior.

Rehearsal Attendance Policies

- Marching and symphonic bands contain extracurricular rehearsals and performances by their nature. Students and parents will be given no less than two weeks' notice of these rehearsals. Musical information that is given to the students during a rehearsal cannot be made up (like a history lecture) because students must hear the problem and experience the solution in order for the rehearsal to be effective. Even one student missing from a rehearsal lowers the performance quality.
- All members of performing groups **will** attend any extra rehearsals that are scheduled by the director and approved by the principal.
- Conflicts with a rehearsal should be brought to the attention of the director at least 3 school days prior to the rehearsal in question. The director may or may not excuse the student's absence from the rehearsal.
- Any student who is absent from any APPROVED, REQUIRED REHEARSAL OR PERFORMANCE MUST FILL OUT AN ABSENCE FORM WITHIN 2 DAYS OF THE ABSENCE IN ORDER FOR THE ABSENCE TO BE CONSIDERED FOR AN EXCUSE. YOUR EXCUSED ABSENCE FROM SCHOOL DOES NOT COUNT.
- Marching band rehearsals occur on Monday, Tuesday, and Thursday of each week from August until the end of October/November. Students who have an unexcused absence from a Tuesday rehearsal will not be allowed to participate in the halftime show on Friday night. Students who are absent from a Thursday night rehearsal EXCUSED OR NOT will not be allowed to participate in halftime on Friday night. Participation will be dealt on a case by case situation at the discretion of the band director. Many changes are made at Thursday rehearsals, and students not present to learn these changes causes a risk of safety in confusion or injury. Students who are suspended from halftime performances must still attend the game with the band, will perform in the stands and will stand on the sidelines for the halftime performance. If a student is suspended due to absences and has an unexcused absence for the following game, that student will not be able to perform until their suspended halftime is served.
- Symphonic band rehearsals occur on Mondays & Wednesdays from January to early March. If a student is absent for more than two of these rehearsals for any reason, the director may choose to place that student on non-performance status and disallow them from travel to Music Performance Assessment.
- Students who miss after school rehearsals due to being not in good standing with Charles Henderson High School will be placed on non-performance status until their Good Standing Status has been regained.
- Students placed in In School or Out of School Suspension will not be allowed to attend after school rehearsals. Absences due to this will count as unexcused absences.
- Students suspended for more than 2 performances due to lack of attendance may be removed from the band.

Performance Attendance Policies

Absences from a performance are detrimental to any of the performing groups. Every effort and sacrifice should be made to be there because the entire ensemble is counting on you! Attendance at performances is mandatory and is a factor in the student's semester grade. Performances will include concerts, competitions and any other opportunities to perform as scheduled by the director and approved by the Principal. Personal illness, death in the family, or family emergencies are the only excusable absences, and these **must** be reviewed and excused by the director. Students who have an excused absence from a performance will see the director about an alternate assignment within one week of the performance date in order to receive a grade for that performance. Those with an unexcused absence will receive a zero for that performance grade and may be placed on non-performance status.

Students placed in In School or Out of School Suspension that occurs on the day of a performance will not be allowed to attend after performances. Absences due to this will count as unexcused absences.

Students barred from an after-school performance due to being not in good standing with Charles Henderson High School must see Mr. Logan within 3 days of the performance to receive an alternate assignment.

Students with more than 1 unexcused absence from a performance may be removed from the band.

Excuses that **may** not be accepted are:

| | |
|--|--|
| <i>"Couldn't get a ride"</i> | Be responsible. Arrange this early. Get a carpool. |
| <i>"Didn't know about it"</i> | Be responsible. Listen and read all information carefully. |
| <i>"Forgot instruments, etc."</i> | Be responsible. Show up anyway. Work it out. |
| <i>"Parents leaving town"</i> | Be responsible. Plan early. Communicate. |
| <i>"I have homework"</i> | Be responsible. So does everyone else. Uphold your commitment and learn to budget your time. Rehearsal is your homework too! |
| <i>"I have an appointment"</i> (Not doctor-related) | Be responsible. Schedule these at a different time. You will know these dates well in advance. |
| <i>"Relatives visiting"</i> | Be responsible. Explain your commitment to the ensemble. They will respect that! |

Communication about absences: Communication is the student and parent's biggest asset. Students will be given plenty of advance notice about rehearsals and concerts, therefore it is expected that conflicts will be resolved beforehand. If the student is ill or there is a last-minute emergency, the parent must email the director at logant@troyschools.net or notify Mr. Logan on the BAND app prior to the beginning of the rehearsal. The student will then fill out the appropriate absence form for the rehearsal. Be proactive.

Consequences

Having expectations laid out clearly, we will be using a demerit system to keep up with noncompliance of these expectations.

A demerit is a point given to a student as a penalty for bad behaviors.

Each member of the Charles Henderson Band/Auxiliaries will be given 10 demerits before being dismissed from the ensemble/team.

The chart provided below will be used as a guideline:

| Offense | Demerits earned |
|---|------------------------|
| Tardy (Without a valid excuse) for a scheduled event, practice, or leaving early | 2 |
| Leaving an event early without PRIOR notice to sponsor and director | 5 |
| Not having all needed equipment for a performance | 2 |
| Not knowing routine/materials for a performance by Thursday run-throughs | 2 |
| Public displays of affection at school/event (in uniform or not) | 1 |
| Use of profanity at school, game, event, or practice | 3 |
| ISS or OSS (Per day) | 2 |
| Possession/use of alcohol, tobacco, vape, illegal substances, OR commission of a Class III Offense. | 10 |
| Disrespect to other members in the band/head director/sponsor | 5 |
| Failure to perform responsibilities outlined by captain/sponsor/director | 5 |
| Excessive/inappropriate cell phone use while at activity | 5 |
| Creating inappropriate social media posts degrading self, others, school, etc. | 5 |
| Possession of inappropriate social media content | 5 |

- No demerits will be worked off or forgiven.
- Detailed lists of demerits given will be kept by the sponsor.
- There will be frequent reminders/warnings of demerits accumulated to students and parents.

Student/ Parent Agreement

Student Name (Print) : _____

Parent Name (Print) : _____

By signing below, I state that I have read and understood this manual and will follow all rules and regulations that it contains. Failure to follow rules/procedures can result in discipline/dismissal action set forth by the director/principal.

Signature of Student: _____

Date: _____

Signature of Parent: _____

Date: _____

Tyler Logan, Band Director: _____

Date: _____

Madison Painter, Aux. Coordinator: _____

Date: _____

Anna Cargile, Majorette Sponsor: _____

Date: _____

Lise Fayson, Principal: _____

Date: _____

Please sign and return BY August 11th. If you have any questions at all, please feel free to contact me at logant@troyschools.net or the BAND app. Remember, I'm here to help!! I truly look forward to a great year with your students!