

Williamsburg High School Bands

Adam Hoffmann, Director



2011-2012
Guidelines for Success

Williamsburg Community High School Raider Bands
Phone: 668-1050 ext. 240
E-mail: ahoffmann@williamsburg.k12.ia.us

Band Students and Parents,

Welcome to the Williamsburg High School Band Department. This handbook is for your reference in order to communicate the various guidelines, procedures, and tools needed to make your experience in and with the Williamsburg High School Band Department a success. Following these guidelines will help you become the best music student possible, which in turn will help us become the best band possible. The success of our group is determined by the quality of each of our individuals involved.

The goal of the Williamsburg Band Department is to achieve a well balanced education in music and 21st century skills through the study of different types of musical literature, genres, performance, and practice techniques. The development of a clearly defined sense of musical fundamentals and close attention to individual technique will aid in the process of studying various types of literature including: solo, small ensemble, concert/wind ensemble, jazz ensemble, and marching band, as well as the historical and theoretical implications of different styles and genres.

Throughout this process of reaching the above stated goal, it is important to remember why we take music classes. Hopefully first and foremost, it is **FUN**, along with learning skills that reach across subject areas that can be applied in any situation in the classroom or life. We aim to create a caring community of student musicians enhanced by positive attitudes, leadership abilities, personal responsibility, discipline, and students that act as positive youth ambassadors for Williamsburg High School, and the entire community as a whole. I'm looking forward to another fun and exciting year with the Raider Bands!

Sincerely,
Adam Hoffmann
Director of Bands

2011-2012 Raider Bands Schedule

Early Morning Marching Band will be Mon, Tues, Thurs at 7:15

Jazz Band will be Tues, Thurs mornings at 7:15

Other events and TBA events will have itineraries handed out prior to the event

<u>Date</u>	<u>Day</u>	<u>Event</u>	<u>Time</u>
Aug 26	Fri	Home Football Game	6:00 pm
Sept 9	Fri	Home Football Game	6:00 pm
Sept 23	Fri	Home Football Game	6:00 pm
Oct 1	Sat	Marching Band Invitational IC High, 5 Seasons Cedar Rapids	All Day
Oct 7	Fri	Home Football Game	6:00pm
Oct 15	Sat	Marching Band Invitational State (Pella) and Ankeny	All Day
Oct 21	Fri	Home Football Game	6:00 pm
Oct 22	Sat	All State Auditions – Fairfield HS	6:30am-8pm
Nov 4	Fri	HS Musical Performance	
Nov 5	Sat	HS Musical Performance	
Nov 15	Tuesday	WAMAC Honor Band – CCA	noon-9pm
Nov 17-19	Thurs-Sat	All State Music Festival – ISU	TBA
Dec 3	Sat	Xmas in Williamsburg Rehearsal	2:00
Dec 4	Sun	Xmas in Williamsburg Performance	3:00
Dec 12	Mon	HS Concert and Jazz Band	6:45 call 7:30 perform
Jan 7	Sat	SEIBA Honor Band Auditions	6:30am-8pm
Jan 14	Sat	State Jazz Band Festival	TBA
Jan 21	Sat	SEIBA Honor Band Festival-IC West	TBA
Feb 13	Mon	HS Concert and Jazz Band	6:45 call 7:30 perform
Feb 23	Thurs	Coe Jazz Summit	Evening TBA
Mar 3	Sat	SEIBA District Jazz	TBA
Mar 24	Sat	Solo/Sm Ensemble Fest – Grinnell	TBA
Apr 10	Tuesday	Iowa Jazz Championships –Des Moines	TBA
April 21	Sat	Dinner Show – HS Gym	2:00, 6:30
May 1	Tuesday	HS Music Awards Concert	7:30
May 4	Friday	State Large Group – Grinnell	TBA
May 16	Wed	Senior Awards Night – Rec Center	TBA
May 20	Sun	Graduation	1:00 call
May 28	Mon	Memorial Day – on the square	TBA

Please keep this schedule handy for reference throughout the year!!!

GUIDELINES FOR SUCCESS

1. SHOW UP EARLY! ON TIME IS LATE!
2. PUT THE GROUP BEFORE YOURSELF, WE ARE A TEAM!
3. ALWAYS BE RESPECTFUL AND COURTEOUS TO OTHERS
4. COMMUNICATE CONFLICTS AND CONCERNS TO MR. HOFFMANN
5. TREAT THE BAND HALL/BUS/FIELD/SCHOOL WITH PRIDE AND RESPECT - IT REFLECTS ON OUR PROGRAM
6. ONLY DO THINGS THAT WILL CONTINUE THE POSITIVE REPUTATION OF THE RAIDER MUSIC DEPARTMENT

--What you do when you think no one else is looking reveals the type of person you truly are--

Ensembles

Concert Band: The **Concert Band** is the heart of the Williamsburg Band Department. It is within this group that the musical fundamentals, individual technique, and musicality are truly defined in the most traditional sense. The Concert Band will begin its' season at the close of marching band. We will meet every morning during first block. Auditions may be held, or the director will place students where he feels they best support the band's goal. In case of unsatisfactory placement, challenges will be held for placement. Performances include three concerts, SEIBA Festival, state large group festival, state solo and ensemble festival, senior awards night/graduation, and Memorial Day performance on the square. **ALL PERFORMANCES ARE REQUIRED AND ATTENDANCE IS MANDATORY!** Rehearsals will begin promptly at the beginning of first block, anyone not in their seat ready to play at the beginning of rehearsal will be considered tardy.

Jazz Ensembles: The Williamsburg Band Department has two Jazz Ensembles. **Jazz Outlet** is an auditioned group that rehearses at 7:15 Tuesday and Thursday mornings at the end of marching band. The auditions for this ensemble will take place in the fall of each school year and consist of the following: 1 prepared piece selected by director, 2 major scales selected by director from all 12 as well as one selected by student, improvisation over F Blues, a short sight reading piece selected by the director.

Jazz Too: If numbers are such that we can fill or partially fill a 2nd jazz ensemble then members of 9-12 band may participate in the second jazz band. Students in Jazz Outlet may participate on an instrument different than the instruments used

in Jazz Outlet. Rehearsals will be held at a time/day decided by the director and members of the ensemble

Raider Marching Band: The Raider Marching Band is comprised of all members of the Williamsburg High School Band Department and Color Guard. The Raider Marching Band will perform at all home football games, 2 Saturday marching competitions (4 events over 2 Saturdays), and various other public functions. **THESE PERFORMANCES ARE MANDATORY AND ATTENDANCE IS REQUIRED!** This ensemble meets during first block during the first part of the fall semester as well as Monday, Tuesday, and Thursday mornings at 7:15. Rehearsals will begin promptly at the specified time, signaled by the call to attention and the warm-up process. Those students who are late for the morning rehearsals will have points deducted from the participation portion of their grade.

Raider Pep Band: The Raider Pep Band has a very rich tradition at Williamsburg High School. The pep band performs at winter athletic events in support of our student athletes. All members of the band program will perform in the pep band. Varsity athletes will perform with the band when not involved in the game. **Band members MUST attend and participate in pep band performances.** Students must inform the band director in advance if they will not be attending a performance. Failure to inform the director will result in an **UNEXCUSED ABSENCE.**

PERFORMANCES

Public performances while in any group are the culmination of the work we do in the rehearsal room or on the practice field. They are the equivalent of tests with the exception that they cannot be made up. If a performance is going to be missed, it must be discussed with the director at least two weeks in advance of the concert and make-up assignments **must** be completed for any absence for any reason to receive credit.

ROAD PERFORMANCES - if, after an "away performance" you choose not to ride the bus back to school, you have two options, per school policy

- 1) Ride home with your parents - your parents can sign you out with Mr. Hoffmann
- 2) Ride home with someone else's parents - sign out with Mr. Hoffmann. **In order to ride with anyone other than YOUR parents you must have school administrative approval 2 days prior.** You and whoever you are riding with still need to sign out with Mr. Hoffmann

Any other arrangements need to be approved at least 1 week prior to event.

PERFORMANCE ABSENCE POLICY

- A. **Attendance** - Public performances are school requirements just like tests, however they cannot be made up in the same manner. If an absence should occur, that student will have an opportunity to complete a make-up assignment. They will be expected to:
- Perform their part for the music faculty to check for proficiency (**mandatory** for **any** type of absence).

That student will also be assigned **at least one** of the **following make-up assignments**:

- A five-page report on a subject of the director's choice pertaining to aspects of the missed performance.
- Attend a pre-approved concert and write a two-page reflection.
- Listen to two recorded performances (music provided by the director) and write a two-page compare/contrast report on what is heard.
- Complete a packet (created by the director) containing, but not limited to, vocabulary, music theory, short answer and essay questions.

These assignments will be assessed by the director and will be put in the "Performance" portion of the grade book. Grading guidelines/rubrics will be provided with each individual assignment. Students are expected to complete each make-up assignment **within one week** of receiving materials from the director. Failure to do so will result in no credit for that missed performance.

- B. **Absence Notification** - Band members are expected to give the director advance notice of absences at all times. Students who give parental notification of a known absence **one week in advance**, or who have parental notification of a **sudden illness or death in the family** will be expected to complete **one** make-up assignment (as described above). Any student who gives **less than one week's notice** or **no notice** at all will be expected to complete **two** make-up assignments (as described above).
- C. **Marching Band Contests/Large Group Contest** - Because of the amount of time required for the two Marching Band Contest weekends and the Large Group Contest performance, an absence from these will require a doubling of the make-up work assigned. For example: if a student misses Large Group Contest and has given 1 week's prior notice, they will be expected to complete two make-up assignments.

Parental notification must be in the form of a written note AND phone call.

Performance absence sheet will be as follows:

Concert Absence Form

Form must be filled-out and signed by director, student & parent/guardian.

Name of Student _____ Grade _____
 Concert Missed _____ Date _____
 Parental Notification of Absence (Within 1 Week or Sudden Emergency) Yes No

Attendance Policy Excerpt from Band Handbook

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These assignments will be assessed by the director and will be put in the “Performance” portion of the grade book. Grading guidelines/rubrics will be provided with each individual assignment. Assignments must be **completed within one week** of receiving materials from the director. Failure to do so will result in no credit for that missed performance.

Missing the Christmas in Williamsburg performances and/or Large Group Contest will result in a doubling of work required. Please see Choral Handbook for further clarification.

Performance	Points Possible
Either Competition Weekend (Oct 1st, Oct 15th)	100
December Concert	50
Feb Concert	50
Solo/Small Ensemble	50
Spring Concert	50
Large Group Contest	100
Senior Awards Night/Graduation	50

Part-Proficiency Assessment: Date _____ Time _____ Completed YES NO

Make-Up Assignment(s) to be Completed _____

Due Date _____ Points Earned _____

Signatures

Director

Student

Parent/Guardian

LESSONS

Individual band lessons are critical to the success of our program. Each band student will receive one on one instruction on their instrument throughout the year. This enables our students to grow and achieve things impossible without the private lesson. Each student is expected to attend one lesson a week with Mr. Hoffmann or Mr. Landeros. They are expected to attend 7 band lessons per 9 week term. In the event that a lesson is missed, it may be rescheduled with Mr. Hoffmann or Mr. Landeros, time allowing. **Lessons must be made up within 2 weeks of a missed lesson or it will be scored a zero!** Grading will follow the rubric on the following page, and make up 50% of the overall band grade.

WHS INSTRUMENTAL MUSIC LESSON GRADING RUBRIC

Band students have one lesson each week and are graded on a ten-point scale according to their preparation, performance, and progress. The students receive a grade for each of their lessons.

GRADE: 6 POINTS

INDICATORS

- The student attends his/her lesson with all the proper materials (lesson book, instrument, mouthpiece, reed, etc.)
- The student shows little or no evidence of practice
- The student is able to perform less than half of the required material
- The student's performance involves frequent stopping and restarting
- Discussion centers on basic tone production, fingerings, and rhythmic ideas

GRADE: 8 POINTS

INDICATORS

- The student attends his/her lesson with all the proper materials (lesson book, instrument, mouthpiece, reed, etc.)
- The student shows evidence of practice
- The student is able to perform most of the required material
- The student performs the material with very few stops or restarts
- The student can produce a characteristic tone on his/her instrument and has learned all fingerings and basic rhythms necessary for the assignment
- Discussion centers on articulation, dynamics, and other expressive elements

GRADE: 10 POINTS

INDICATORS

- The student attends his/her lesson with all the proper materials (lesson book, instrument, mouthpiece, reed, etc.)
- The student shows evidence of thoughtful practice
- The student is able to perform all of the required material
- The student performs the material with no stops or restarts
- The student has learned all fingerings, basic rhythms, articulations, and dynamics necessary for the assignment
- Discussion centers on advanced expressive elements, style, and intonation

INSTRUMENTAL MUSIC PROJECTS

Each member of the band will complete several instrumental music projects during the course of the year. The majority of these tasks will be completed or tested in the student's lesson.

The tasks will be decided upon by Mr. Landeros and Mr. Hoffmann and will consist of three or four assignments that the students will be responsible for working on during the course of the term.

GRADING POLICY

The grading policy of the Williamsburg High School Band Department incorporates many different things. They are broken down as follows:

INDIVIDUAL BAND LESSONS 50%

Band Lesson Progress/Portfolio 40%
Projects 10%

GROUP BAND 50%

Performances 40%
Rehearsal Contribution 10%
-Having Materials/being on task
-Timeliness

Grading Scale:	A	90-100%
	B	80-89%
	C	70-79%
	D	60-69%
	F	Below 60%

Any percentage grade ending in 8 or 9 will be "+" (Ex. 88% = B+)

Any percentage grade ending in 1 or 0 will be "-" (Ex. 90% = A-)

Exception: 98-100% = A

UNIFORMS

NO MEMBER OF ANY ENSEMBLE WILL BE ALLOWED TO PERFORM WITHOUT THE APPROPRIATE UNIFORM. THIS WILL BE CONSIDERED AN UNEXCUSED ABSENCE. SEE UNEXCUSED ABSENCE POLICY. IF THERE IS AN ISSUE WITH ACQUIRING THE REQUIRED UNIFORM PLEASE LET MR. HOFFMANN OR MS. OCONNOR KNOW.

1. **Concert Band:** Men will wear black dress shoes, calf-length black socks (not white), black dress pants, a black belt, a **BLACK** button-up, long sleeve shirt.
2. Women will wear black dress shoes (No flip flops), a black skirt or black dress pants, and a **BLACK** top. **All shoulders must be covered and all skirts must be below the knee!!**

NOT ACCEPTABLE : Converse, tennis shoes, white socks, tops/bottoms that could be considered any other color besides black, sweat pants, shorts, or t-shirts (even if inside out), stripes, colors other than black. Ask if you are unsure about this.

2. **Jazz Outlet/2:** Determined by the director and the ensemble.

1. **RMB:** Everyone must wear all parts of the uniform while "in uniform": Coat, trousers, black gloves, calf-length black socks, black shoes. The shako/hat will be worn after warm ups and en route to performance. All zippers/buttons must be fastened at all times while "in uniform." When you are "in uniform" you are always "in performance" and representing our band, school, and community. There shall be no food or drink while in uniform. There shall be no contact with the ground while in uniform. The penalty for inappropriate behavior will be more severe if the behavior occurs while in the **RMB** uniform. **The uniform must be returned in the same condition it was checked out in, or you will fix/replace it.**

STUDENT LEADERSHIP

There are several opportunities for you to become a leader in the Williamsburg High School Band Program. The most important thing to remember about being a leader is to always, always, always, lead by example. Also, keep in mind the common goal that we all have in the WHS Band Program and always strive for that goal individually and as a group. Lastly, always maintain a good attitude and respect for yourself, peers, and teachers. The following are leadership opportunities that you have:

Section Leader for Concert Band—This person will be decided during the chair placement audition. Their responsibilities include tuning the section before rehearsal, distributing music, and helping relay messages.

Lead Player in Jazz Outlet/TOO—These people are needed to guide their section to a more unified sound. They must do their research on the lead playing for each chart and be able to demonstrate the style of each piece we play. Also, they are responsible for music distribution, tuning before rehearsal, and helping relay messages.

Band Manger—The Band Manager is responsible for keeping track of the logistical needs of the group and double checking to make sure that all equipment is stored properly and that nothing is left behind. There will also be a "work crew" for the RMB that this person will help guide.

Librarian—The librarians are vital to the Williamsburg High School Band. They help the director in sorting returned music and in passing out new music. Also, they help in organizing and cleaning the library. Librarians will be volunteers who are voted on by the band and ultimately chosen by the director.

Drum Major of the RMB—There will be one drum major of the RMB. They will be responsible for conducting the band on field, as well as leading the band in parades and various other concerts. The drum major is the highest ranking student member in the band and therefore must demonstrate a very high level of maturity, discipline, and have a strong knowledge of all fundamentals. Other responsibilities of the drum major include, but are not limited to the following:

- Helping to facilitate rehearsals
- Help with the teaching of marching fundamentals
- Help maintain group focus
- Help maintain group attitude
- Always be positive, lead by example, and never get discouraged in front of the band

Section Leader in the RMB— Section leaders will be appointed prior to each season. They will be responsible for running some music sectionals, as well as some marching sectionals. Section leaders are responsible for maintaining the pursuit of our common goal. They must always lead by example, stress fundamentals, and be positive. **If the section leader wishes to hold an extra rehearsal, it must be cleared with the director in advance. If this is done the rehearsal is MANDATORY!**

AWARDS

Myrtle O'Donnell Memorial Instrumental Excellence Award

This award is presented to an outstanding senior at Senior Awards Night. Applications are available from the band director. The winner is determined by a committee based on his or her application and accomplishments in instrumental music.

***John Phillip Sousa Band Award**

This award recognizes one senior student each year that shows outstanding dedication and superior musicianship. The award has become a nationwide symbol of excellence in musical achievement.

***Louis Armstrong Jazz Award**

This award recognizes one senior member of Jazz Outlet each year that shows outstanding ability in playing jazz and enthusiasm for the art form.

***Outstanding Freshman, Sophomore, Junior**

This award recognizes one freshman, sophomore, and junior student each year that shows outstanding dedication and superior musicianship

*These awards are determined through the objective vote of the ensemble membership. The director reserves the right to accept or reject any outcome.

Remember

Music is FUN! Not all aspects are going to be WAY FUN all the time, but after a while, you should be able to look back and say, "Wow that was fun!" Music is something that you have to experience to appreciate, and your hard work and dedication will lead to great experiences throughout the year. A lot of what we do will be hard work, however, you will also reap the benefits of that hard work for some time to come. Like anything worth while, you will get out of your experience with music and band what you put into it. Even with the minimal amount of effort you will be part of a great music program, have 70 band friends, be part of a caring supportive organization, and promote school spirit and pride. With the maximum amount of effort your benefits are boundless. If, throughout the year, you feel like you aren't having fun, or getting anything from your experiences, please feel free to come and talk to me, and we can discuss how to make your time with the band fun and productive. I look forward to our experiences together this year! GO RAIDERS!!!

ACKNOWLEDGEMENT FORM

Please Complete and Return By **SEPTEMBER 2nd 2011**

I have read and understood the Raider Band guidelines contained in this book. I agree to abide by all policies to help contribute to the band's success this year. I understand that I must communicate with the directors regarding any problems with these guidelines.

Student Signature

Print Name

I also have read these guidelines and I agree to support my child's participation in the instrumental music program at Williamsburg High School. I understand the expectations and consequences listed throughout.

I have reviewed the dates of all the required public performances and my student will attend all required events.

Parent/Guardian Signature

Print Name