



St. Helens High School Band and Color Guard

Band Department Handbook

2023-2024

SHHS Band and Guard Handbook and Contract

We are no longer using Family ID, or requiring any online “registration” for band or guard groups. Instead band families are expected to read the 2023-2024 SHHS Band Department Handbook, and then sign the attached contract.

We need all band students and guardians to **READ THE FULL HANDBOOK** before signing this contract. This handbook is a reference for you all year long, so it can also be found on our website at

<https://sthelensbandprogram.weebly.com/paperwork-and-links.html> This is imperative for the success of every band student and band family in the program that we all understand the expectations, policies and procedures discussed there.

Also on the website, in the [Upcoming Event and Performance](#) tab is a link to the online “Team Up” calendar for the year, and once we begin to travel, schedules and permission slips. Bookmark that calendar link and transfer all dates into your own family calendars.

Students must turn in the signed contract **by the first Wednesday of Marching Band and Guard Camp (by 9am), or the first Friday of school in class** if not in the Marching Band or Color Guard.

Contact Information and Online Resources

Noelle Freshner, Director of Bands and Activities

Office Phone: 503-366-7418

School Email: noellef@sthelens.k12.or.us

Room: Loo Wit Office Hours: By appointment

St. Helens Band Program Website <http://sthelensbandprogram.weebly.com>

Band Patrons Board of Directors Contact Information can be found on the [Band Patrons](#) tab of the website.

Social Media: You can find us on Instagram, and Facebook, (public page and private group page). Hover over the “Home” button of our [website](#) to find our social media links, name tags and names so that you can like or follow us!

Band and Guard Program Expectations

Be here and be on time to all classes, rehearsals, and performances. To be early is to be on time, to be on time is to be late!! Always plan to arrive for band events or rehearsals early enough to be ready on time.

Have all of your materials including instrument, accessories, flags, music, notebooks, drill books, dot books, pencils or anything else that has been requested. Ask for replacements if needed ASAP. Rehearsals will not be stopped or will not be delayed to get you things.

Have a high quality instrument in good working order. If your instrument is not working properly fix it ASAP. Take good care of your instruments!

Participate and have a good attitude during all band classes, rehearsals and events. Treat others with respect and dignity. Stay involved in class discussions and eliminate distractions that may cause you to miss information or cause you to work or perform less than your best.

Refrain from talking to other students during rehearsals. It is distracting to the director and to other students trying to learn. If you need a second to help someone ask for it!

Attend all rehearsals and performances!!! Musical ensembles depend on each and every member to be successful. Even one member's absence can upset our blend, balance, and intonation, and is difficult to deal with during visual rehearsals. Follow the attendance and tardy policies stated for your ensembles.

Know your calendar of events. A link to our online band calendar is on Mrs. Freshner's website. Hard copies can be provided by request but are going to print in list format so online is preferred and can be accessed from computers or smartphones. There is even a free app for your smartphone that is easy to use and read. The current month and next month's events are also posted in the band room. Check it regularly and put it in your own calendar, with reminder if needed, and always check it when scheduling everything from private lessons to doctor appointments. It is your job to stay informed of calendar changes, call times, and other event information.

Practice at home. Technique and tone development along with learning of your individual parts should be done at home on a regular basis. We will have playing assignments during the year in Google Classroom.

Follow all band room and rehearsal space rules, listed later in this handbook.

Band Room and Rehearsal Space Rules

Respect Others And Their Property

This includes classmates, peers, volunteer adults, instructors and guests.

Encourage others. Be kind to each other. Always do your best and try your hardest.

Do what you are asked to do the first time, without complaint.

Do not use, move, borrow, or take other members music, instrument or belongings without permission.

The band room is for band students only. Non-band members will need to wait in the hall for band students.

Respect The Equipment and Facility

Move equipment properly and with care and take care of our space. Put equipment (yours and the school's) back after each use. No running, chasing, throwing or other games that could cause injury to others or equipment.

Clean Up After Yourself and Others

Don't Leave Trash! Help keep every area you are in clean.

Keep non-band related items outside of the band room.

Put instrument, music, binders, etc.. away in assigned designated locations during and after each rehearsal, event or class. This means in cubbies or lockers, or in the storage room only.

Keep cubbies clean and organized or you may lose the privilege of having a cubby. Items removed from cubbies that do not belong are not the responsibility of the band department.

If you damage something contact Mrs. Freshner and let her know ASAP!

Cell Phones Policy

Phones are off and away during rehearsals, performances, and while watching performances unless we have an activity that calls for their use. Exceptions can be made if they are being used as tuners or for class assignments, or for files on Google Drive or Canvas, but at that time they should be on airplane mode so calls and texts do not come through! Phones will be taken if there is any doubt that you are following the policy and will be sent to the office per the school's cell phone policy.

No Food or Drink (other than water) in the rehearsal spaces. We may have exceptions from time to time (like during hot band camp days, or parties) but other than that please do not bring food into the rehearsal space.

Never Leave Your Instruments or Belongings Unattended (outside of your assigned storage space). Never leave your instrument unattended in the hallway, outside of lockers or cubbies, or outside of the building. It is your responsibility to have your instrument in your own safe keeping at all times when it is not being stored in the storage room.

Marching Band and Color Guard

Description

The St. Helens High School Marching Band and Color Guard is the school's visual music ensemble and acts (along with non-marching members) as the Pep Band for the fall football season. The Marching Band and Color Guard perform at marching band competitions throughout the Northwest, as well as at home football games and other community events.

Objective

To learn and perform musical and visual productions of the highest quality possible at venues across the Pacific NW. Students will work to develop tone, technique, musicality, and an understanding and appreciation of music and the marching arts through various exercises, drills, and musical selections. They will also learn and strive to perfect a visual technique that will assist in helping them achieve great musical performances.

Expectations

Students are expected to attend our 2 weeks summer band camp, scheduled rehearsals, and all scheduled performances for this ensemble along with any other activities members of the student leadership team feel are needed for the ensemble (sectionals, individual help sessions, etc). See the calendar for details. Note that Drumline and Guard members will have additional practice scheduled during the summer months. It is expected that students have their required materials in class and at rehearsals and performances. A percentage of assessment points will be deducted for lack of materials. It is expected that students replace missing class materials immediately.

Band Course Requirements

Musicians in the band need to be enrolled in either Concert Band, or Wind Ensemble at SHHS and will receive a grade for Marching Band and Guard events and activities within the grades for those courses that apply. On a rare occasion a course conflict may keep a member of the band from being in the Concert Band and Wind Ensemble classes and a student may be allowed to participate in marching band with director approval. Color Guard members are not required to sign-up for any classes to be in Color Guard and function more like a typical athletic team.

If attendance, attitude, or preparation of music become an issue that is effecting the ensemble in a negative way, a student may be removed from the ensemble by the Director. If the commitment is made to be in the ensemble they must complete the entire season unless removed by the director for the reasons listed above.

OSAA and SHHS Academic Eligibility Requirements

Marching Band and Color Guard fall under the rules and guidelines of SHHS Activities but not OSAA. This means students should be in good academic standing to miss school days for marching band and guard events, but you do not have to be "OSAA eligible".

Absence and Tardy Policy

See the Attendance and Tardy Policy portion of the handbook. For Color Guard members, even though you are not being graded for this as a class acceptable attendance is required for participation.

Uniforms and Equipment

Marching Band members will be provided with a marching band uniform and a membership t-shirt at no cost to them. This uniform includes a pair of black bibber pants, marching band jacket, feather plume, shako and gloves. Students will need to purchase a pair of marching band or guard shoes and replace them if new sizes are needed, or they are lost. They will also have to provide their own black (long) socks and white undershirt to wear during performances. It is also recommended that students should also have stretchy undergarments like bike shorts or yoga pants to wear under their clothing and uniform when the group changes during performances or competition days.

Color guard members will either receive a stock uniform or may work with staff to create a “look” instead. They will also receive a free membership t-shirt. They may be required to purchase new color guard shoes or extra necessary undergarments as needed to work with the costume. Color guard uniforms when provided/rented are the property of the St. Helens Band Patrons at the end of the fall season. Color guard members will also have access to flags, flag poles, and other guard equipment to use during the season. Loss or damage to any school provided uniform piece or equipment will result in fees to the student for their replacement. Items can be checked out to be used at home, but must be checked out to do so.

Materials: See “Band Class Required Materials Lists” page of this handbook.

Medical Insurance Requirement

Like those who participate in school athletics, all members of the Winter Percussion Ensemble and Winterguard must carry health insurance. Students will be required to provide this information in a contract at the beginning of the school year or season.

Marching Band and Color Guard Fees

This year, there are no Marching Band and Guard fees aside from the purchase of individual items discussed above and materials listed later in this handbook.

Other required items you will purchase or pay for on own if you don’t already have:

Guard Costume: This season students are purchasing their own Halloween Town themed costume that they will buy on their own, after approval from staff. It is theirs to keep at the end of the season.

Guard Accessories/Undergarments: \$20-100 (uniform specific for Guard only).

Marching Band Uniform Accessories: Short sleeve white t-shirt and long black socks.
(band only)

Marching Band or Guard Shoes: Approx \$45 (one time, unless replacement is needed)

Competition Meals: \$5-10 per competition (not required if you don't eat with us and pair with each permission slip for each show we attend.)

Trip Fees: Every 4 years we plan to take a large trip and a smaller trip in the 2 years in-between.

School Instrument Rental Fee: \$10 for school year, \$35 for summer if needed.

Fee policy for quitting or leaving the program:

If a student starts and commits to being in the ensemble and then leaves once the season starts and before the first competition for any reason they are subject to paying a pro-rated membership fee (based on percentage of the total season's instructional time attended) and for any uniform items ordered, measured, and /or fitted for the student. If a student leaves after the first competition for any reason they are responsible to pay the full membership fee and all other marching band or guard related fees.

Wind Ensemble

Description: The St. Helens High School Wind Ensemble performs at festivals and concerts across the State. Wind Ensemble class is a year-long course divided into two graded semesters. This group is an auditioned/director recommended ensemble. Auditions/recommendations are held each spring for the following year, or on a case-by-case basis at other times as needed. Students in the Wind Ensemble are also in the “Pep Band” each fall and are in the Marching Band and Color Guard unless they are opting out due to fall sports.

Objective: To learn and perform music of the highest level and quality possible at venues across the State. Students will work to develop tone, technique, musicality, and an understanding and appreciation of music through various exercises, drills, and musical selections. The goal for all students is to leave our program with the skills needed to enter a college ensemble or play on your own after high school.

Expectations: Students are expected to prepare their music outside of class so that class and rehearsal time is spent making music as a group. Students are required to practice outside of class and complete assigned playing assignments, attend in class rehearsals, evening or after school rehearsals, and all scheduled performances such as concerts and festivals. Students will also be held to OSAA and SHHS Activities academic eligibility standards and policies to perform with this ensemble. Removal from the ensemble can occur due to ineligibility, policy infractions, behavior, lack of preparation, attendance issues, or other issues that may affect the ensemble negatively. It is expected that students have their class materials in class and at rehearsals and performances. A percentage of assessment points will be deducted for lack of materials. It is expected that students replace missing class materials immediately.

Class Materials: See “Band Class Required Materials Lists” page of this handbook.

Grading Policy:

See the Common Core Standards and Grading Policy Sections of this Handbook for grading policy information.

Dual Credit Course through PCC:

This course is a Dual Credit course through Portland Community College (PCC). Separate information will be provided by PCC at the start of the year if you are interested in earning college credit for this class.

Attendance Policy: See the Attendance and Tardy Policy sections of the handbook for in class and outside of school rehearsals and events.

OSAA and SHHS Academic Eligibility Requirements:

Wind Ensemble falls under the rules and guidelines of SHHS Activities and OSAA. That means that we are held to the same standard as Athletics in not only academics, but in our actions. See the SHHS Handbook and the OSAA Rulebook for more information.

For students to perform in this ensemble they must meet SHHS and OSAA standards. This means students need to pass 5 out of 8 classes during the previously transcribed grading period and must also be on track to graduate at the beginning of each academic year according to OSAA's credit requirements. Eligibility for all ensembles is based on the previously transcribed grading period. 1st semester will effect 2nd semester. 2nd semester will effect the next year's 1st semester. 9th graders have a 1st semester pass but will be held accountable at the end of 1st semester for 2nd semester activities!

Students caught partying, drinking, using tobacco and/or drugs will be subject to possible activities suspensions from SHHS or OSAA. Be smart and stay away from poor choices.

Year Long Course:

Wind Ensemble is a year-long course, divided into 2 semesters. Music selection, rehearsal cycles and instruction are based on beginning of the year instrumentation and are built sequentially. Instructional units are not and cannot be aligned with grading periods but are instead aligned with scheduled performances. **Students cannot leave the course at the end of the first semester without director, administration and counselor approval. No exceptions!** I cannot stress enough how leaving this ensemble after the start of the year negatively impacts this ensemble.

Concert Dress:

Members will either wear either a tuxedo combination, or a black skirt and top uniform combination. Members will also receive a free membership t-shirt they will need for various band events during the year.

For the tuxedo combination students will wear black pants, jacket, and a bow tie. Many of these items are provided by the band department and is paid for by your Concert/Wind Ensemble/Jazz Uniform fee, and will be billed accordingly through the SHHS Bookkeeper's office. Students will also need a white tux shirt, which will either be loaned from us, or purchased from us later in the fall. Students will also need to provide their own white undershirt, black dress shoes, and long black dress socks which can be purchased at any major clothing retail or second hand store.

For the skirt and top combination students will wear a black wrap shirt and black long skirts. Both the top and skirt is provided by the band department and paid for with your Concert/Wind/Ensemble/Jazz Uniform fee, and will be billed through the SHHS Bookkeeper's office accordingly. Students will also need to provide their own black dress shoes and a black tank top to wear under the shirt. Skirts length will be altered to a specific heel height, so you must stay consistent with that heel height all year or you will

damage the skirt.

Loss or damage to any school provided uniform piece will result in fees to the student for their full replacement costs. If your own personal uniform items are lost they must be replaced ASAP to perform.

Marching Band and Color Guard Requirement

All members of the Wind Ensemble and Concert Bands participate in our Marching Band and Color Guard program in the fall, unless students have decided to take an exemption due to approved fall sports or activities. Rehearsals, performances, trips, and assignments and assessments given to students that are in Marching Band and Guard related will be graded in Concert Band and Wind Ensemble for 1st semester.

Students who are exempt from Marching Band due to fall season sports or activities, still participate in “Pep Band” at fall football games and various community performances. Those performances are part of the student’s grade, but all marching band related grades will be exempt.

Students who are not eligible to participate in band performances at festivals or competitions may be removed from Wind Ensemble, but if allowed to stay will need to complete a make-up assessment for each festival or contest performance missed.

Wind Ensemble Fees: Billed to the SHHS Office

All Wind Ensemble fees should be paid in full December or you could be deemed ineligible for Semester 2!!

Uniform Rental Fee: \$30 (annual fee for all members and will include Jazz or Concert Band)

Percussion Usage Fee: \$25 (annual fee for those who use percussion equipment during the year).

School Instrument Rental Fee: (for students under a school contract for school instruments)

\$10 for school year, \$35 for summer if needed.

Marching Band and Guard Fees: See the Marching Band and Guard section of the handbook for related fees if you are in that ensemble.

Expected additional costs:

Tux Shirt: Approx. \$25 purchased from us.

Black Tank: Approx \$10-20 and you provide.

Food or Activities Costs: on field trips as needed.

Trip Fees: For our annual trips ever 2 years. We take a large trip every 4 years and a smaller trip in the 2 years in between! Information about trips will be provided when available.

Concert Band

Course Description: Concert Band is an intermediate level concert ensemble. This ensemble will continue to develop student's individual and ensemble musicianship skills and technical abilities through playing high quality music of different styles. Concert Band performs at community concerts and at least two band festivals in the spring. Concert Band is a year-long course divided into two graded semesters. Students in the Concert Band are also in the Marching Band and Color Guard unless granted an exemption for fall sports and activities conflicts.

Objective: To learn, perform, and experience music of the highest level and quality possible at venues across the State. Students will work to develop tone, technique, musicality, and an understanding and appreciation of music through various exercises, drills, and musical selections.

Expectations: Students are expected to prepare their music outside of class so that class time is spent making music as a group. Students are required to practice on their own and perform any assigned playing assignments. They are to attend in class rehearsals, evening or after school rehearsals, and all scheduled performances such as concerts and festivals. Students will also be held to SHHS academic eligibility standards to perform with this ensemble. It is expected that students have their class materials in class and at rehearsals and performances. A percentage of assessment points will be deducted for lack of materials. It is expected that students replace missing class materials immediately.

Grading Policy: See the Common Core Standards and Grading Policy Section of this Handbook.

Absence and Tardy Policy: See the Attendance portion of the handbook for this policy.

Class Materials: See "Band Class Required Materials Lists" page of this handbook.

OSAA and Other Academic Eligibility Requirements

Concert Band falls under the rules and guidelines of SHHS Activities and not OSAA. This means that to miss school to travel with the band to festivals and competitions you need to be in good academic standing or you may not be able to miss school to attend. Students caught partying, drinking, using tobacco and/or drugs will be subject to possible activities suspensions from SHHS or OSAA. Be smart and stay away from poor choices.

Concert Dress: This year, due to the renovations at SHHS Concert Band members need to provide your own "all black" outfit to wear for performances. A few things about this outfit. They should be dress clothes that are not too short, or show too much skin. Elbows

and knees should be covered when sitting with arms up. Ankles should not show if wearing men's style dress pants and shoes.

Year Long Course: Concert Band is a year-long course, divided into 2 semesters. Music selection, rehearsal cycles and instruction are based on beginning of the year instrumentation and is built sequentially. Instructional units are not and cannot be aligned with grading periods but are instead aligned with scheduled performances. **Students cannot leave the course at the end of the first semester without director, administration and counselor approval. No exceptions.**

Marching Band and Color Guard Requirement

All members of the Wind Ensemble and Concert Bands participate in our competitive Marching Band and Color Guard program in the fall, unless students have decided to take an exemption due to approved fall sports or activities. Rehearsals, performances, trips, and assignments and assessments given to students that are in Marching Band and Guard related will be graded in Concert Band and Wind Ensemble for 1st semester.

Students who are exempt from Marching Band due to fall season sports or activities, still participate in "Pep Band" at fall football games and various community performances. Those performances are part of the student's grade, but all marching band related grades will be exempt.

Concert Band Fees

All Concert Band Fees should be paid in full by the end of the school year.

Percussion Usage Fee: \$25 (annual fee for those who use percussion equipment during the year).

School Instrument Rental Fee: (for students under a school contract for school instruments)
\$25 for school year, \$25 for summer if needed.

Marching Band and Guard Fees: See the Marching Band and Guard section of the handbook for related fees.

Expected additional costs:

Concert Dress: See above.

Food or Activities Costs: on field trips as needed.

Trip Fees: For our annual trips every 2 years. We take a large trip every 4 years and a smaller trip in the 2 years in between! Information about trips will be provided when available.

Jazz Band

Course Description: Jazz Band is an elite group of musicians that perform music in the style of blues, bebop, swing, Latin, funk, rock and contemporary jazz. Placement in this ensemble is by audition and director recommendation. Auditions will happen in the spring of each school year for the following year or during the year on a case-by-case basis. Students must be enrolled in Wind Ensemble or Concert Band to participate in Jazz Band as Jazz Band is a supplement and not a stand alone course.

Expectations: Students are expected to prepare their music outside of class so that class time is spent making music as a group. Students are required to attend in class rehearsals, evening or after school rehearsals, and performances such as concerts and festivals. It is expected that students have their class materials in class and at rehearsals and performances. A percentage of assessment points will be deducted for lack of materials. It is expected that students replace missing class materials immediately.

Objective: To learn, perform, and experience music of the highest level and quality possible at venues across the Northwest. Students will work to develop tone, technique, musicality, improvisation, and an understanding and appreciation of music through various exercises, drills, and musical selections. Students will learn about jazz history, styles, improvisation and jazz artists.

Grading Policy: See the Common Core Standards and Grading Policy section of this handbook for grading policy information.

Attendance Policy: See Attendance Policy page in this handbook. For the jazz specific in-class tardy policy see below.

Absence and Tardy Policy: See the Attendance portion of the handbook for this policy.

Class Materials: See “Band Class Required Materials Lists” page of this handbook.

SHHS Academic Eligibility Requirements:

Jazz Band falls under the rules and guidelines of SHHS Activities and not OSAA. This means that to miss school to travel with the band to festivals and competitions you need to be in good academic standing or you may not be able to miss school to attend. Students caught partying, drinking, using tobacco and/or drugs will be subject to possible activities suspensions from SHHS or OSAA. Be smart and stay away from poor choices.

Year Long Course: Jazz Band is a year-long course, divided into 2 semesters. Music selection, rehearsal cycles and instruction are based on beginning of the year instrumentation and is built sequentially. Instructional units are not and cannot be aligned with grading periods but are instead aligned with scheduled performances. **Students**

cannot leave the course at the end of the first semester without director, administration and counselor approval. No exceptions!

Basketball Band Requirement: All members of the Jazz Band are also in Basketball Band and will attend all scheduled Basketball Band rehearsals and performances. Exemptions to this are granted on a case-by-case basis for unavoidable conflicts such as winter sports or activities. See the Basketball Band section of the handbook for more information.

Concert Dress: The Jazz Band will wear the same uniform as the Wind Ensemble (see the Wind Ensemble section of this handbook for details. *If members would like to change their concert dress for Jazz Band, as a group, and purchase items themselves, that can be done with Mrs. Freshner's approval.

Fees: Jazz Band has no additional fees outside of Wind Ensemble or Concert Band, unless for specific Jazz Band travel and events or if a Concert Band member needs a uniform. See the information in the Wind Ensemble section for uniform information.

Teacher's Assistants

Description

Teacher's Assistants (TAs) assist the teacher with day-to-day classroom needs.

Objective

Students will assist the Director with day-to-day tasks such as office work, organization, photo copies etc.

Expectations

Students are expected to have regular attendance in class and be ready to do tasks as dedicated by the teacher. This is not a study hall period or free period and will not be used as one.

Grading Policy

Students will receive a passing grade by attending class and meeting expectations.

Absence and Tardy Policy

See the Attendance and Tardy Policy section of the handbook. For Mrs. Freshner's planning it is important to notify her of an absence to school at the start of the school day.

Basketball Band (BBB)

Description

Basketball Band performs at select boys and girls basketball games throughout the winter and at community events in the winter and spring. Jazz Band members are automatically in the Basketball Band. Non-jazz students may sign up for Basketball Band at sign-up time (usually in November or December) but students must show the appropriate musical proficiency, attitude, and attendance habits to be in this ensemble.

Objective

This ensemble will continue to develop a student's individual and ensemble musicianship skills and technical abilities through playing music in more contemporary, pop, rock, Latin, R&B and funk styles. This ensemble will support the teams at SHHS and provide high quality musical entertainment for the audience at the games or community performances.

Expectations

Students are expected to attend all scheduled rehearsals and performances for this ensemble just like other musical ensembles at SHHS. It is expected that students have their materials at rehearsals and performances. If in the Jazz Band, a percentage of assessment points will be deducted for lack of materials. It is expected that students replace missing materials immediately.

Grading Policy

Basketball Band is not a graded class, unless you are in Jazz Band. Performances and rehearsals for BBB will go into those categories for Jazz Band members (see grading policy).

Absence and Tardy Policy

See the Attendance portion of the handbook for this and the tardy policy. Although this is not graded for most in this ensemble, acceptable attendance is required for continued participation and credit toward a letter in band.

Class Materials: See "Band Class Required Materials Lists" page of this handbook.

Uniforms

The Basketball Band will wear their St. Helens Band and Guard Membership T-Shirts and blue jeans. These shirts are free to all band students each year. If you have lost your free shirt at anytime a replacement can be purchased for \$15 from the Band Patrons.

Winter Percussion and Winter Guard

Description

The St. Helens High School Winter Percussion Ensemble and Winter Guard are “after school” ensembles that perform at competitions across Oregon and SW Washington as well as home basketball games and other community events. Auditions will happen in November or early December of each school year with the season concluding around March or April.

Objective

Students will continue to develop their visual and musical knowledge and experience during the winter months, performing at venues and competitions across the Pacific NW.

Expectations

Students are expected to attend all scheduled rehearsals and performances for this ensemble along with any other activities members of the student leadership team feel are needed for the ensemble (sectionals, individual help sessions, etc). It is expected that students have their materials at rehearsals and performances. It is expected that students replace missing materials immediately.

Course Requirement:

There is no course requirement for Winter Guard or Winter Percussion. For both ensembles, if attendance, attitude, or preparation of music/choreography become an issue that is affecting the ensemble in a negative way, a student may be removed from the ensemble by the Director or Instructional Staff. If the commitment is made to be in the ensemble they must complete the entire season unless removed by the director or staff for the reasons listed above and must attend all scheduled events and performances.

SHHS Eligibility Requirements

Winter Percussion and Winterguard falls under the rules and guidelines of SHHS Activities and not OSAA. This means that to miss school to travel with the band to festivals and competitions you need to be in good academic standing or you may not be able to miss school to attend. Students caught partying, drinking, using tobacco and/or drugs will be subject to possible activities suspensions from SHHS or OSAA. Be smart and stay away from poor choices.

Absence and Tardy Policy

See the Attendance and Tardy Policy portion of the handbook for expectations.

Uniforms and Equipment

Winter Percussion and Winterguard members will rent/receive a uniform/costume that is show specific and custom fit each season and a free membership t-shirt. They may be required to purchase new shoes or extra necessary undergarments as needed to work with the costume. Once any uniform accessories have been ordered for an individual the

individual will be responsible to pay the uniform fees as listed below. Even if they leave the ensemble after that point they will still be billed and will need to pay for this portion of the uniform costs. No exceptions. Portions of the uniforms, or the entire uniform may be the property of the St. Helens Band Patrons at the end of the season. Winterguard members will also have flags, flag poles, and other guard equipment to use during the season. Percussion members will need to pay their Percussion Usage Fee of \$25 to use our equipment. Loss or damage to any school provided uniform piece or equipment will result in fees to the student for their replacement.

Materials: See “Band Class Required Materials Lists” page of this handbook. Additional materials may be requested by staff as needed for the season.

Fee policy for quitting or leaving the program:

If a student starts and commits to being in the ensemble and then leaves once the season starts and before the first competition for any reason they are subject to paying a prorated membership fee (based on percentage of the total season’s instructional time attended) and for any uniform items ordered or measured and fitted for the student. If a student leaves after the first competition for any reason they are responsible to pay the full membership fee and all other marching band or guard related fees.

Medical Insurance Requirement

Like those who participate in school athletics, all members of the Winter Percussion Ensemble and Winterguard must carry health insurance. Students will be required to register for Winter Guard and Winter Percussion using Family ID.

Winter Percussion and Winter Guard Fees 2020: Billed to the SHHS Office

Winter Percussion or Winter Guard Membership Fee: \$400 (per season)

Percussion Usage Fee: \$25 (annual fee for any students who use percussion equipment during the year).

Other required items you will purchase or pay for on own:

Guard Accessories: \$20-100 (uniform specific for Guard only).

Marching Band or Guard Shoes: Approx \$40 (one time, unless replacement is needed)

Competition Meals: \$5-10 per competition (not required if you don’t eat with us and paid with each permission slip for each show we attend.)

Common Core Standards for the Arts

- Anchor Standard #1. Generate and conceptualize artistic ideas and work.
- Anchor Standard #2. Organize and develop artistic ideas and work.
- Anchor Standard #3. Refine and complete artistic work.
- Anchor Standard #4. Analyze, interpret, and select artistic work for presentation.
- Anchor Standard #5. Develop and refine artistic work for presentation.
- Anchor Standard #6. Convey meaning through the presentation of artistic work.
- Anchor Standard #7. Perceive and analyze artistic work.
- Anchor Standard #8. Interpret intent and meaning in artistic work.
- Anchor Standard #9. Apply criteria to evaluate artistic work.
- Anchor Standard #10. Synthesize and relate knowledge and personal experiences to make art.
- Anchor Standard #11. Relate artistic ideas and works with societal, cultural and historical context to deepen understanding.

- See more at: <http://www.nationalartsstandards.org/#sthash.06A6fsG7.dpuf>

We study and develop these standards in band courses by....

- Developing and continuing to refine proper playing technique, posture, and tone quality for individual instruments.
- Development of large ensemble skills such as listening, blending, balancing, and matching of styles and articulations.
- Preparing, presenting and performing high quality musical literature as a large ensemble, small ensembles or soloists.
- Assessing student's individual development by evaluating their ability to perform technique exercises, etudes or performance music from their ensembles.
- Building on current musical understanding and expanding student's knowledge of musical literacy such as rhythm reading, musical symbols and musical terminology.
- Composing and improvising music be it rhythmic, melodic, or jazz improvisations.
- Examining the structures and forms of music.
- Listening to and performing music of different styles, genres, time periods and moods.
- Listening to student (including our own) and professional performances of band music to critique the music's content and the quality of the performance using the OBDA Adjudication Rubric.
- Creating stories, pictures or lists after listening to a musical selection to show its ability to evoke emotion, energy, or other aesthetic responses from the listener.
- Comparing and contrasting music of like or different time periods, styles and genres.
- Discussing the time periods or background information of pieces of music we study.
- Discussing music as a profession, from the development of the band to current professional fields in music today.
- Discussing music's place in our society, and in previous time periods.

Band Class Grading Policy

Band grades will be a 60/40 split between two types of assessment. These are **Summative and Formative Assessments**. Descriptions of both are below, followed by how to make up missed assessments due to excused absences.

Summative Assessments (Performances and Tests): 60% of students overall grade

Summative Assessments will be given throughout the year to test students on knowledge of course content and National Standards that have been introduced, studied, and practiced in the classroom and/or at home. Some examples are listed below...

Group Performance Summative Assessments: AKA Performances

Performances throughout the year at concerts, competitions, and festivals are the most accurate group “exams” or “assessments” and school music ensemble can have. Note: Students are required to have acceptable attendance to class and rehearsals to participate in a group performance assessment such as a concert, competition, or festival performance. If a student is found to have unacceptable attendance they may not be allowed to take their assessment with the ensemble. In that case the student will have to take their assessment individually after the performance date. See Summative Assessment Make-up for more details regarding this.

Individual Technique Summative Assessments:

Assessing student comprehension and performance of important scale patterns, notes and ranges needed to perform music in their ensemble. Individual playing assessments on musical examples learned in class and practiced at home.

Music Literacy Summative Assessments:

Written and oral assessments of rhythmic concepts, note names, key signatures, musical terms and symbols learned in class that are needed to accurately practice and perform music in their ensembles.

Performance Evaluation Summative Assessments:

This will assess a student’s ability to critique our own performances and the performances of others during the year using appropriate terminology, observation and awareness of instrument specific pedagogy and ensemble concepts. We often use the OBDA Adjudication Rubric and scoring guide or will do informal written observations.

Listening Assessments Summative:

This will assess a student’s ability to identify certain musical elements in music, along with characteristics that are common amongst the music of specific composers and/or time periods in music history.

Formative Assessments (Practice and Rehearsal): 40% of students grade

Formative Assessment happens each and every day in rehearsals and with practice at home. These assessments are practice and a check for understanding as students learn and review concepts that will help them become great individual and ensemble performers.

These activities will help guide further discussions and practice along with helping us achieve our long-term goals.

Individual Formative Rehearsal and Practice Assessments- 40%

These are assessments and assignments that occur during a rehearsal and during at home practice and focus on concepts that will help students to achieve their benchmark standards. Students will learn, demonstrate and refine concepts that will help them to learn and perform music at their highest level. Students will deepen their overall knowledge, leading them to more informed performance choices based on real experience.

Students need to be present for rehearsal assessments to learn new concepts and to review older concepts with the class and instructor.

Concepts learned and reviewed during any typical “rehearsal” or class period will include but will not be limited to:

- Instrument Pedagogy
- Tone and Technique Development and Refinement
- Rhythmic Vocabulary
- Music Literacy of Symbols and Terms
- Large and Small Ensemble Concepts
- Music History and Societal Impacts
- Self and Group Evaluation of our own playing, ensemble performance, or that of others.
- At home, individual practice to achieve standards and to accomplish ensemble goals.

Career Related Learning (CLR): 0% of grade, but reported.

Students may also be graded for 0% of their actual grade on Career Related Learning objectives. These are different for each subject and will include objectives that are needed to be successful in the subject matter or careers that subject could train students to obtain.

CLRs in band will be evaluated on:

Attendance- being there and being on time.

Positive participation and effort in rehearsals and discussions.

Preparedness (having your instrument, pencil, music, being prepared with music that was to be worked on by that time, etc..)

Band Class Make-Up Assignments and Assessments

Concert or Festival Performance (Summative Assessment) Make up:

The form used for this and its instructions are on our website in the [“Paperwork and Links”](#) section. It is a google form. It is due exactly due 2 weeks (not including long school vacation breaks) after a missed performance for an excused absence or because a member was not eligible to perform at that performance (spring festivals).

Playing Test or Written Test (Summative Assessment) Make-up:

Students will need to discuss with Mrs. Freshner the process for making up a playing test that they either missed due to an excused absence or because they did not pass it with an acceptable grade. Students have 2 weeks (not counting long vacation breaks) from the date of the missed exam to either take the exam or retake the exam for higher scores.

Rehearsal and Class (Formative Assessment) Make-up:

Students who have excused absences, or excused tardies to daily classes and evening rehearsals can make up their missed points a number of ways. These make up activities reinforce some of the standards that we work on in class daily and students will fall behind if too much rehearsal is missed. Unexcused absences cannot be made up for points but should be made up with practice time outside of class for the benefit of the student and the ensembles they are in.

1. **Additional practice, recorded and uploaded to our Canvas class.** These make-up sessions should focus on the material missed with your absences, mainly warm-up and technique along with concert and festival selections.
2. **Attending a performance of a similar ensemble and writing a detailed evaluation/critique/observation essay of their performances.** Performances could be other bands in the districts, other school bands, local performances of professional groups that come into town, or Portland area groups like jazz bands, community bands or symphony orchestras. If absolutely needed YouTube performances could also be used with approval.
3. **Writing a report on a musical subject covered in class during that quarter/semester of instruction.** This can be a report on a relevant musical topic. Check with Mrs. Freshner to have your topic approved. Site all of your sources including any books, websites, videos or research materials used in the paper. No plagiarism!

School Related Activity Exceptions:

For students who miss rehearsals or classes due to a school related activity: You will receive full credit for any class periods or rehearsal time missed, as long as the absence is explained in advance of the missed rehearsal.

Attendance and Tardy Policies

Absences:

Students are expected to be in class on a regular basis and attend scheduled after school rehearsals and performances. Absences during the school day should be excused through the office at SHHS like any other class, while evening rehearsals and events specific to band and guard should be excused through Mrs. Freshener directly (via email or phone in advance). It is expected that students or parents contact Mrs. Freshner the morning of their absences (by phone or email) to help with rehearsal planning or lesson adjustments before the rehearsal begins.

Excused Absences: The following constitutes possible excused absence from an evening band rehearsal, event or performance.....

Illness: A student with a fever, or symptoms that will prevent them from leaving bed, a toilet, or their homes may constitute a “severe illness”. Colds, fatigue, and physical injury to a part of the body are not typically severe enough to miss a day of school or an event but in the time of COVID all symptoms must be taken seriously and students must stay home till symptoms are gone and they are cleared to return to school safely.

Medical Emergency: An injury that occurred just before an event to you or an immediate family member that requires immediate medical attention. Broken bones, car accidents, etc. These are rare occasions. Very rare.

School Related Activity Conflict: For sports or other school activities. Students should have notified Mrs. Freshner in advance of these conflicts!

Pre-arranged Conflicts: On occasion a conflict with a band event may happen with a family event, important community event, or some other event that may require a student to miss a band activity. If this event cannot be missed and it cannot occur at another time without conflict it may be excused if arranged in advance. Not guaranteed!!

Ineligibility: Students deemed by SHHS and OSAA as ineligible will not be allowed to perform on certain events, but will complete alternate assignments.

Unexcused Absences: Anything not listed under or similar to items listed in “Excused Absences” is considered unexcused. You have a band calendar and need to schedule everything around it. Common unexcused absences and tardies in this category are work conflicts, not having a ride, watching a younger sibling, dentist and doctor appointments (excluding emergency), not “feeling well”, going home for dinner before a rehearsal after another event, and being gone or late because a student is behind in homework or other classroom studies. These are all reasons that can be avoided, and are only an issue because of poor planning.

Tardy Policy

Memorize this mantra: TO BE EARLY IS TO BE ON TIME. TO BE ON TIME IS TO BE LATE. TO BE LATE IS UNACCEPTABLE! Students are to be in the indicated location (band room, field, auditorium) dressed and ready to play, and with all required materials, at the time indicated as the beginning of the scheduled rehearsal or at the indicated performance call time or they are considered tardy. If students are not ready at that time they will automatically have 20% of their grade deducted for the activity or event.

To excuse a tardy students need a written note, email, or a phone call from their parent/guardian to the band director in the same regard as an excused absence is excused. See above. An excused tardy is for rare occasions where something unexpected prevented the student from making it to a rehearsal or performance on time. These are rare because they are once in a while and accidental events such as an emergency or mechanical issue. School sports and activity related tardies are also excused if there is an overlap of practices, games or other events. Those need to be communicated in advance!! Unexcused tardies are given for being late because of poor planning or forgetfulness. Points cannot be made up for unexcused tardies.

Additional Policies and Important Information

Calendar of Band Events

An updated and detailed full year calendar of all band events can be found on our website on the "[Upcoming Event and Performances](#)" page. Printed versions of the calendar (in list form) are available upon request but the preferred method of viewing the events and details is to use the online or app versions of our calendar program. You should look at that often and plan now for those winter and spring events. Put these dates in your own calendar and family calendar NOW!!! Monitor all updates and subscribe to each ensemble's calendar for emails when updates are made or events are added.

Late Work Policy

A due date is when something is to be complete and turned in. It is not a "DO" date. Depending on the assignment, project, or timeline, some late work may be accepted, while some will not. Know your deadlines and ask if you have any questions. Best bet is to get it in when it is due!

Make-up Work Policy

Students can discuss options for making up assignments and assessments on a case-by-case basis. Only excused absences or pre-approved excused absences can be made up. Students are also responsible for making up any class work they may miss in their other classes for band related events and absences. Students should notify all of their teachers in advance of band related events and absences and work with teachers to get work ahead of time if possible, or to schedule in-class presentations around these events.

Cell Phone Policy

No Cell phones during rehearsals, performances, or while watching performances.

Turn your phone off and place it in your cubby, case, or backpack before class or rehearsal begins unless it is being used for a class related activity. It is not to be on your body or your music stand during rehearsal time unless **being used as a tuner, for drill, or for a class assignment or project** (in airplane mode only). If it is seen by the director or anyone helping the band and it is not being used as stated above it will be taken and sent to the SHHS office. After that you will follow their protocols, procedures and punishments. This applies to after school and evening rehearsals and events as well.

Open/Closed Door Rehearsal Policy

Band rehearsals are open to the parents and families of band students and band alumni as long as their presence is not distracting to the students in the ensemble.

Rehearsals are closed to student's friends, boyfriends/girlfriends, or unsupervised younger siblings with the exception of the last 45 mins of an outdoor marching rehearsal or special invites/requests.

Student Supervision Policy

Supervision by a school district employee is required for any student at the school after the school closes for the school day. With the exception of rehearsals and events that take place “right” after school, supervision for evening band events will be provided no sooner than 20 mins before the call time for the rehearsal or event and no earlier. In other words, students must leave the building and go home or somewhere off campus at the end of the school day and can return no earlier than 20 mins before their event call time.

Supervision will be here for 20 mins prior to an event as well. Students who do not adhere to this policy will be referred to SHHS admin.

Band Student Pick-Up Policy

It is the responsibility of the parent/guardian to pick their students up **promptly** from any evening band event. Rehearsals will end on time. Students should not remain without a ride longer than 20 mins after a rehearsal or event has ended. Please **make arrangements** with other parents or family members if this is not possible for you.

For performances, games, and trips where end times are approximate students are asked to contact their parents ASAP to assure they will be there no later than 20 mins after we return to the band room. Students are asked to call or text on the way to the band room to assure a short wait for a ride home.

Student Scheduled Rehearsals/Sectionals/Lessons Policy

Students in the program may be asked by Section Leaders, Band Staff or Mrs. Freshner to attend a sectional outside of the school day at some point during the year. These are often needed for more individualized work and instruction. These will be scheduled with student’s availability in mind (to find a time that works best for everyone involved) and will not be listed on the Master Calendar as they only involve a handful of students at most.

Students (leadership) need to schedule these kinds of events with Mrs. Freshner in advance to assure there will be a space and supervision on the date needed. Requests at the last minute may not be possible.

Festival/Competition Appearance Policy

Our ensembles are judged not only on the music they perform and how they perform it but on other factors such as stage presence and appearance. They would like our ensembles to look as uniform as possible on the field and onstage. The goal is to eliminate anything that might draw attention to an individual in the ensemble. The difference of one or two points in this category are huge in competitive music events! Due to this fact the competitive ensembles at SHHS (band and choir) have the following policy.

If a student would like to change the color of their hair to less traditional and less natural

hair colors that is fine, but they need to **return them to a traditional and natural color by the competitive/festival season for the ensembles they perform in**. Those dates are indicated in the calendar. Exceptions: If a student is able to style their hair in a way that the color cannot be detected (from the front, side, back and up close) as the group enters, during performance, or as the group exits then the student may keep the non-traditional color. Please contact Mrs. Freshner with questions or concerns.

Fundraisers

We fundraise year round to fund this band program. When one fundraiser ends we typically will start another one. Fundraised money makes up over 2/3rds of our operating budget each year while the other 1/3rd and most trips are provided by student fees.

Students will be notified of fundraisers in class and messages will be sent out through email lists, and social media platforms. You can also check out our website under the “St. Helens Band Patrons” tab. Look for [“Fundraisers”](#).

There are two kinds of fundraisers we do. Some are for the *General Fund/operational*, and will provide the band and Band Patrons with money for band expenses like entry fees to festivals, instructor costs, etc. Some are for our *Benevolent Scholarship*, so that students can contribute to a fund that will assist in paying their own fees, trips, etc... For each fundraiser we will specify this. Our fundraisers are diverse, from selling items like Christmas wreaths to working at a can and bottle drive. Students have the ability to have all their band fees paid in full participating in fundraisers if they participate!

Looking Ahead at the [Band Calendar](#) (to 2024-2025)

Band events typically happen at around the same time from year to year. Band camp, Wind Ensemble, Jazz festivals, etc.... all tend to happen around the same time each year. Students who are looking to do band at SHHS next fall should plan to attend our marching band camp next summer, which will always **start a full 3 weeks before the start of the school year** just like other SHHS fall sports. Please plan your family vacations and activities around these annual event patterns. Also refrain from scheduling doctor appointments and other appointments during this 3 week window and all band events unless it is an emergency. A calendar through Aug. 2024 is already available online and dates for 2024-2025 will be added as the year goes on and they become available.

Paying Band Fees and Using Scholarship Funds.

Most all band and color guard fees are billed through the Bookkeeper’s office at SHHS or are paid to the St. Helens Band Patrons. Fees can be paid at the school in cash, check, or credit/debit card. It is recommended that parents and students keep any fee payment receipts in their personal files till after graduation in case proof of payment is ever questioned. See detailed fee information in each ensemble’s course information.

Students can apply for scholarships to be applied to their fees. Students (or parents) can fill out a [“Benevolent Scholarship Application”](#) online. Applications are due the 15th of each month and are reviewed by the Benevolent Scholarship Committee, a committee which consists of the Band Director, Band Patron Treasurer and select members of the St. Helens Band Patrons. Visit our [BSF webpage](#) for more information on how BSF scholarships work.

Band Class Required Materials Lists

Marching Band and Guard Specific

1. 1 3 ring marching band binder with plastic sheet protectors, pencil pouch and pencils for marching band music and drill (if not viewing on your smart phone). Label clearly with student's name.
2. ID tag for instrument case labeled with student full name and contact information. Luggage tags work best and are durable.
3. Marching Band or Guard Shoes (order info coming soon)
4. Long Black Socks
5. White (plain) t-shirt
6. Membership Shirt (provided)
7. Blue Jeans for informal performances
8. Band: Blue Jeans for potential informal performances
9. Band: A high quality, working instrument. Repaired as needed.
10. Band: Instrument Accessories such as a tuner, metronome, reeds, valve oil, cleaning cloths, etc... Reed players need to have at least 4 broken in reeds with them at all times. Never should they be on a new reed in rehearsal, or be out of reeds!
11. A safe, smoke, and pet free place to store your band uniform at home.

Wind Ensemble/Concert Band and Jazz Bands

1. At least one Black 3 ring Concert Band/Wind Ensemble/Jazz Band binder with plastic sheet protectors for music, and a pencil pouch for pencils. Dividers or multiple binders can be used to organize music as needed, as long as they are black. Label with student's name on inside.
2. Pencils- Lots!!!
3. ID tag for instrument case labeled with student full name and contact information. Luggage tags work best and are durable.
4. All listed uniform accessories listed in course descriptions: Socks, shoes, under shirts etc....
5. A high quality, working instrument. Repaired quickly and as needed.
6. All needed instrument accessories such as a tuner, metronome, reeds, valve oil, cleaning cloths, etc... Reed players need to have at least 4 broken in reeds with them at all times. Never should they be on a new reed in rehearsal, or be out of reeds!
7. A quiet place to practice at home without distractions.
8. Access to a computer/Chromebook ,or smartphone for recording playing assignments and assessments in Canvas/Smart Music.
9. Method Book- This will not occur for every ensemble, but once needed students may be required to purchase a method book to use in class during the year. They can be purchased online or through Beacock Music when the time comes.
10. Membership Shirt (provided)
11. Blue Jeans for informal performances with our membership shirts.
12. A safe, smoke, and pet free place to store your band uniform at home.

If any of these items are lost by the student they need to be replaced ASAP along with the contents such as music. Points will be deducted for lack of these items in a rehearsal.

Band and Guard Parent/Guardian/Adult Specific Information

The St. Helens Band Patrons

[The St. Helens Band Patrons](#) are our band program's parent booster group and YOU ARE ALL BAND PATRONS! Any parent, guardian, past or present, band alumni, and community members can all be members of the Band Patrons. Band Patrons typically meet the first Thursday of each month at 7pm at SHHS. Check our social media pages, and our [online calendar](#) for the most up to date reminders, location, dates, and times of our meetings.

Parent and Student Contact Information

Make sure your phone and email addresses are updated through the school as we send many emails through the Parent Square system. If you are not signed up for this service you will miss important info from the school or from teachers. Student contact information will be kept to the director and student leadership team only.

Contact information will only be released to the Band Patrons board members and organizers only if you release this information via volunteer survey or when you sign up to help.

Adult Volunteer Needs and Expectations

When a parent volunteers with the St. Helens School District they must be cleared by the district's online ["Volunteer Application"](#) background check process in advance of any volunteer student contact. This needs to be done every 2 years. COVID vaccine proof is no longer required.

Parents must follow the same expectations students must follow on trips and during fundraisers. The use of tobacco or being under the influence of alcohol or drugs is not allowed. Appropriate language and physical contact are to be used around students and other parents at all time. Parents should be respectful to each other at all times and should set a good example to our students.

Parent volunteers will be given specific jobs/tasks to do at our events and we hope to give clear expectations for your roll at that event. Parents should ask for clarification of their jobs and the expectations of the jobs if they are not laid out clearly.

Adult Volunteer Disputes With Other Adult Volunteers

In the case that a parent volunteer has a dispute or conflict with another parent volunteer the following steps should be taken in the following order.

1. Attempt to work out the dispute between all parties involved. Face to face or phone meetings tend to work best in this situation. Do this in a timely manner so that issues do not continue to escalate or create an unpleasant environment for yourself or others.
2. If needed discuss the dispute in detail with a member of the Band Patron Board of Directors or if needed, Mrs. Freshner. They may contact both parties to discuss issues and attempt to come to an understanding/expectations for future interactions.
3. If needed a mediation meeting will be scheduled to work out issues and to help move forward. At the mediation meeting parties will meet face to face to discuss issues and to work for a resolution and for what is needed and expected as the parties move forward and work together in the future.
4. If after all of those interventions, if issues continue to persist, or if one party fails to adhere to the agreed upon expectations, a parent may be asked to discontinue volunteering with the organization.

Local Instrument and Music Supplies

Ordering Instrument Supplies and Accessories

To order anything like reeds, valve oil, drumsticks, mouthpieces, and etc..... you can contact Beacock Music at www.beacockmusic.com or call 1-800-729-7134 to order band instrument accessories and supplies. Pay for the order at the time of the order with either your credit card, debit card, or account info you provide and ask them to have it delivered to the school during the school year. It will arrive in the band room within 3-14 days and Mrs. Freshner will pass it on to the student.

You are of course welcome to purchase instrument accessories and supplies from any music store or online store. Just be sure to order items that are approved by the band director so students are on the correct equipment for them.

School Equipment Usage:

School district instruments will be checked out to students after they and their parents fill out a contract and pay the specified rental fee for the instrument. Students are not to play on school district instruments (with the exception of percussion equipment) if they are not under contract for that specific instrument. If a student uses and damages a school district instrument that is not under contract they are still responsible for the repair or replacement of any damages.

Students will be checked out various school district items such as uniforms, music, etc...

during the school year, as mentioned in this handbook. All other school district items students are checked out will be recorded at the time of check-out and are then the student's responsibility. If an item checked out to a student is **lost, damaged, or stolen** they will be billed through the school for the **full replacement cost**.

Private Party Instrument Repairs through Beacock Music

For those who own their own instruments.....

With no local music store in St. Helens, or even within 30 miles, Beacock Music in Vancouver, WA has a full service repair shop and they will come and pick up instruments from our schools.

How to send an instrument in for repair: September-early June only!

Have the student give Mrs. Freshner the instrument. They will fill out a tag with contact information so the shop can contact you with an estimate and repair information. At this time students can also request a loaner horn to be used while their instrument is in the shop!!

1. The Beacock representative will pick up the instrument during his weekly stop at the school and will leave a loaner horn if one is requested or can be provided.
2. Expect a call within a week or so from the repair shop. It is important that you call them back if they did not reach you and left you a message as soon as possible. Without your authorization they will not work on the horn and will return it, still broken, to the school in about a month. If you do not get a call contact them yourself at 1-800-729-7134 and ask for the repair department.
3. When the repair is done they will contact you regarding payment options. Again, if the repair is not paid the instrument will be held at the shop till payment is made.
4. The instrument will be returned during the next weekly rep visit to our schools and Mrs. Freshner will return it to the student. Loaner instruments will be collected and sent back to Beacock.

You are of course welcome to send your repairs to another shop if you prefer. You will be responsible to get that instrument to and from the shop in a timely manner. Please inquire about loaner instruments at those shops so students have instruments to play while their instrument is being worked on.

Rental Instrument Repairs (If you rent your instrument)

If you rented your band instrument through Beacock Music, fixing and replacing your broken instrument during the school year is very easy.

Bring the instrument to Mrs. Freshner with all of your personal belongings removed (reeds, care kits, valve oil) so she can get it back to Beacock Music for you. Make sure it is also labeled with your name. You will not be getting this instrument back, it will be swapped with a different working instrument from their rental fleet. Mrs. Freshner will contact Beacock Music and a replacement instrument will arrive the next time our

Beacock Music rep comes by the school (usually once a week!!). During the summer you will need to visit the Beacock Music store to deal with rental repairs and issues. If you have rented from a company other than Beacock Music it will be your responsibility to get this instrument into their store promptly so students are not without their instrument for very long. Most stores will swap a rental instrument or provide a loaner. Ask!

Purchasing New or Used Instruments

We recommend that you consult Mrs. Freshner if you are looking to purchase an instrument for your child. There are many companies in the local area she can lead you to so that you can make the best decision regarding instrument purchase. There are many great and affordable instrument choices out there, but there are also instrument manufacturers that make low quality and low cost instruments that should be avoided. Many of these low cost/quality instruments will not play well, will break more easily, and will in the end cost more than they are worth to repair.

We will also host a step-up night Beacock Music each spring. Students will have a chance to try out some of the newer “step-up” instruments and parents can meet with the music store to run cost options. Keep an eye out in the spring for information to come home from the students.

Contract and Code of Conduct 2023-2024

St. Helens High School Band Department and St. Helens Color Guard

Marching Band and Guard Members: Please sign and return this form by Wednesday morning of the first week of Marching Band camp along with all medical and insurance related forms.

Non-Marching Members: Please sign and return this form by the first Friday of school. You do not need to fill out the insurance form if you are not marching.

I _____ and _____
(Student Name Print) (Parent/Guardian Name Print)

have read this handbook and understand the policies and expectations of the St. Helens High School Band Department, and Color Guard.

I also understand our **financial responsibility** regarding any ensembles in which we participate **as outlined in the handbook**. We understand that if we do not follow these expectations or take care of required financial responsibilities that we are subject to band, guard, or school established consequences.

I also understand that on top of these **Band Department expectations** students must follow all **rules and regulations** of the St. Helens School District and St. Helens High School as outlined in the SHHS Student Handbook and SHHS Athletic/Activities Policy along with the policies of OSAA.

Student Signature _____ **Date:** _____

Parent Signature _____ **Date** _____

Parent/Guardian Contact Information:

Parent Name (Print) _____

Parent Email Address _____

Parent Daytime Phone Number _____

Parent Evening Phone Number _____

See next page for Parent/Guardian volunteer information.

St. Helens Band Patron Parent/Guardian Volunteer Information 2023-2024 Survey

More forms can be found on my website if you need another one for another family member! Please indicate where you may be able to help us in the future! This info will be shared with anyone running an event for the Band Patrons that will require coordinating volunteers.

Parent/Guardian Name(s): _____
Daytime Phone: _____ Evening Phone: _____
Best way to reach you? ___ Phone ___ Email ___ Facebook
Student's Name: _____ Grade: _____

Check areas you may be skilled or willing to assist the band, if you are available:

- ___ I would be willing to chaperone students on trips (___ weekends ___ weekdays)
- ___ I have flexible work hours, work from home, or work locally. I might be able to help with various daytime/early evening things. (Examples: Uniform fittings, picking up items for events, assisting with fundraiser packet collections, etc..)
- ___ I can sew and would be willing to help sew or hem band uniforms or other items.
- ___ I would be willing to work at or assist with a local fundraiser.
- ___ I have a truck that has a decent towing capacity. I may be willing to tow a trailer if needed. ___ or allow someone to use my truck if I cannot.
- ___ I own a utility or other kind of trailer that could be used to haul band equipment or other items and possibly loan it to the band if I am not available to haul it myself.
- ___ I own a quad or a gator style vehicle and would be willing to drive if the band needed it for band for events or possibly loan it to the band if I am not available. If so does it have a trailer to tow it with? ___ yes ___ no
- ___ I am good at building and designing things. I might be able to help with props or other construction needed for the band program.
- ___ I have a shop with tools that could be used for building props or band related items that need to be constructed.
- ___ I am great at organizing things and would like to help the band with logistical or organizational things like filing, database updating, account management, etc..
- ___ I would like to help the band earn money by connecting to community members and business owners to secure donations or partnerships.
- ___ I am skilled/comfortable with food preparation for large groups of people and would be interested in helping with food on a trip or at an event in the future.
- ___ I have a background in or am willing to study grant writing and would be willing to help the band find, write, and secure grants, if available.
- ___ I have musical training (beyond HS) and I would like to help work with students if needed. Explain your background and what you could help with:

Other ways you could help/Comments:
