

# NORTH FORT MYERS HIGH SCHOOL

## Marching Band Handbook



2017 - 2018

Sara Johnson, Director

Phone: 239-995-2117

Email: [SaraGJ@leeschools.net](mailto:SaraGJ@leeschools.net)

Ben Daniels, Assist. Director

Phone: 239-995-2117

Email: [BenjaminDA@leeschools.net](mailto:BenjaminDA@leeschools.net)

## **MEMBERSHIP IN BAND/AUXILIARY PROGRAMS**

The Marching Knights Band is comprised of students from every aspect of the band program. Membership is open to all wind, percussion and color guard students. Members of the Marching Knights are required to attend the annual band camp, all after school rehearsals, and performances throughout the **ENTIRE** year. These dates can be found on the band website. Marching Knights attend all home and away football games, pep rallies, parades, and other community events scheduled. The Competitive Marching Knights also perform at the Florida Bandmasters Association Marching Music Performance Assessment and competitions throughout the state

In order to be a member of this ensemble, it is mandatory for all band students to be enrolled in a band class during the school day. These classes are open to all interested students who demonstrate the proper attitude to be a member of the group. Students desiring membership must have permission and will be placed in ensembles accordingly at the discretion of the director. Wind and percussion students should play their primary instruments in the marching band. All students in band are expected to maintain an academic average of 2.0 in order to be eligible for performances. All students are expected to maintain a passing grade in ALL classes. If they fail to maintain this average, they will not be allowed to perform until the grade is raised. Continued membership is contingent on the student's eligibility. All students who are signed up for band classes are encouraged to participate in the marching band. However, this is not required.

Membership in the colorguard units of the band is open to any student who is interested. Membership will be assigned at the discretion of the band director and the color guard staff. Members must attend annual band camp. Members of the auxiliary units are considered members of the band and are subject to all band policies. **Colorguard students must take a dance class or another athletic course.** If a student is not able to fit this class into his or her schedule they need to contact Ms. Johnson immediately.

No student, however, will be excluded from the Marching Knights for financial reasons. Each student and parent/guardian will have opportunities to raise money for a student in order to help relieve funds. All students **must** pay band fees in order to participate in band events and functions. There are several fundraising opportunities throughout the year that will allow EVERYBODY to have a chance to earn money towards these funds. If a student does not meet this requirement, school administration will be advised. This may result in the student being held back from other school-wide events until those funds are completed. If you have concerns or need further clarification, please contact the director. If a student did not pay their band fee from the previous year, they will NOT be permitted to participate in band the next year.

## ENSEMBLE EXPECTATIONS

### RESPECT

- Your instrument.
- Your peers: This band program functions as a family. Students are expected to treat classmates, director, parents, the many volunteers with the band, and students from other schools with the highest level of respect. Failure to do this will result in disciplinary actions against the student.
- Your classroom: Food will not be tolerated until sanctioned by the director. Clean up after yourself.
- Your school: Students are not to mark or damage furniture, ceiling, walls, floors, or equipment. Anyone who intentionally damages or destroys school or personal property of others through vandalism will be immediately dismissed from the band program.
- Other schools and bands: Disrespect to another band, it's members, or to another school will not be tolerated. If a student is found to be guilty of this, they will be removed from the program immediately.

### CONTRIBUTIONS

- A positive attitude.
- Present an eagerness and willingness to learn.
- Be in class, practices, and sectionals! We begin to play when the tardy bell rings, so please be there as early as you can in order to prepare your instruments and minds for music!
- Practice, practice, practice! Learning doesn't just take place inside the classroom. Each student, regardless of ensemble, is expected to practice at least 30 minutes EVERY DAY.

### INTERGRITY

- In this program we will strive to be the best band that is possible for North Fort Myers High School. Each student is held accountable for practicing, being musically and mentally prepared for each lesson, and having a view that will enhance the group every day.
- Set examples of positive self-discipline
- Learn music quickly to help others with their parts
- Take initiative in all class activities

### OTHER RULES

- No gum!
- No eating or drinking (other than water) is allowed while playing an instrument.
- Always have the required materials including instrument, music, flip folder and lyre, and appropriate marching attire.
- The use of cell phones or other electronics during band will NOT be tolerated. If a student is seen using an electronic device during class, they will be asked to pack up and their grade will be deducted.
- Physical training is a crucial part of marching band. Each member must participate in PT exercises unless marked on the included medical form. Unless a disability or disease is notated, a student will be expected to participate in ALL PT exercises.

## Helpful Info

- Contacts :
  - Email Ms. Johnson (Band Director) – [saragj@leeschools.net](mailto:saragj@leeschools.net)
  - Email Mr. Daniels (Assistant Director, Percussion) – [benjaminda@leeschools.net](mailto:benjaminda@leeschools.net)
  - Email Jim Haefele (Band Bookkeeper) – [jamesfha@leeschools.net](mailto:jamesfha@leeschools.net)
  - Email Jen Rubarski (Parent Coordinator) – [jrubarski@hertz.com](mailto:jrubarski@hertz.com)
  
- Social Media for INFORMATION!
  - Band Website – [www.nfmhs-band.com](http://www.nfmhs-band.com)
    - Please subscribe by scrolling down and entering your email!
  - Band Instagram – nfmhs\_band
  - Band Facebook – North Ft. Myers High Band
  
- Enrolling in Google Classrooms and Remind101
  - Students Only - Marching Band Google Classroom Code: **jc8u9d**
  - Students Only - Text the message **@nfmhsm** to the number 81010
  - Band Parents - Text the message **@nfmhsma** to the number 81010
  
- Things to do RIGHT NOW!
  - Subscribe to the above social media
  - Subscribe to the website to get email updates
  - Subscribe to the calendar to get a calendar in your phone
  - Fill out a payment plan
  - Fill out all required paperwork
    - Medical History Form (due no later than your first day at camp!)
    - Summer rental form (\$25)
    - Handbook Agreement (due July 21<sup>st</sup>)
    - Marching band deposit (due Aug. 10<sup>th</sup>)
    - Mark down your calendar dates
    - Parents, fill out your volunteer form and scan your license!
      - Band Website < Support Us< Volunteer

## DISCIPLINARY ACTIONS/CONSEQUENCES

The band program at North Fort Myers High School enforces the Lee County School District code of conduct and its disciplinary procedures. Should a band student have a misdemeanor offense (absence without a note, poor work ethic/attitude, etc.) the following steps will be taken.

- 1: Immediate phone call or email home to the parents
- 2: Additional email to the parents, conference with student with warning of dismissal
- 3: Removal from the band program

This action includes dismissal from all band classes, extra-curricular band activities, use of band equipment/facilities, and other band-related events.

### Drugs and Alcohol:

The band program at North Ft. Myers High School strictly enforces the Lee County School District policy on drugs and alcohol. Any student found in possession or under the influence of drugs/alcohol no matter what age will be IMMEDIATELY dismissed from the band program. The band director and administration will follow through with the Lee County Code of Conduct policies regarding drugs and alcohol.

By joining the NFMHS Band, and therefore agreeing to this handbook, students agree to refrain from all behavior that may disrespect or hurt band students, parents, or NFMHS Staff. Any activity that is considered bullying, harassment, or disrespect will be handled accordingly. Students who are found in violation of the above agreement will be subject to disciplinary action according to the Lee County Code of Conduct.

Students who commit actions that seriously endanger band students, parents, instructors, the security of band facilities or the integrity of the program will be dismissed immediately from the band program at the discretion of the band director and the principal.

## ATTENDANCE POLICY

The number one rule is to Be On Time! Remember the motto “To be on time is to be late. To be early is to be on time.” This means for students to be in the room/field, with instrument and supplies, and ready to play.

Students must be present at all rehearsals and performances in order for the ensemble to be successful; therefore, students must schedule their personal events around the calendar. It is the students responsibility to be proactive and work out all conflicts as soon as the calendar is finalized. Students who are participating in other after school activities can work out conflicts with Ms. Johnson and the other teacher involved. If you know of a conflict please let Ms. Johnson know at least two weeks in advance so arrangements can be made. Occasionally students may need to leave early from rehearsals. This must also be cleared with the band director the day before rehearsal. A note or email from a parent **MUST BE SUBMITTED TO MS. JOHNSON BEFORE EVERY MISSED REHEARSAL OR EVENT BY THE PARENT.**

Unexcused absences will not be allowed. If absent, you cannot participate and therefore cannot learn. Unexcused absences include non-emergency medical appointments AND WORK. Both situations can usually be avoided by scheduling these at other times. **If you are in a situation that needs to personally be addressed with Ms. Johnson please contact her immediately. A meeting will take place to try to accommodate schedules and conflicts.**

If a band activity is to be missed, an excused absence may be obtained for:

- Extreme illness, with a provided doctor’s note given to Ms. Johnson
- A family crisis
- Other situations resulting from extenuating circumstances. These may be excused at the discretion of the director.
- Another school-wide event. If participating in such an event, the student **MUST** tell Ms. Johnson ahead time.

Consequences for Friday Night Band:

- One unexcused absence from a rehearsal or sectional in one week – loss of 3<sup>rd</sup> quarter privileges at the next football game
- Unexcused absence from football game - loss of 3<sup>rd</sup> quarter privileges at the next football game and loss of marching the next half time show
- Unexcused absence from parade or other community event – loss of all other parades and events

Consequences for Competitive Band:

- One unexcused absence from rehearsal or sectional in one week – conference and shadowing process begins.
- Two unexcused absence from rehearsals or sectional in one week – dismissal from competitive band
- Unexcused absence from competition – Removal from (both) marching bands.

\* PLEASE REMEMBER THAT ONLY THE BAND DIRECTOR CAN EXCUSE THE ABSENCE OF A STUDENT FROM A BAND EVENT. \*

## **SCHOOL-OWNED INSTRUMENTS AND EQUIPMENT**

Each student who uses a school-owned instrument is responsible for the care of that instrument or piece of equipment. Lost or damaged items shall be replaced at the student's expense. Before school-owned instruments are checked out, a loan agreement form must be filled out and payment must be received (\$35 for the school year, \$25 for the summer). Until payment is received, a student will not be permitted to play on the given instrument. Students who are checking out more than one instrument (such as a marching instrument and a concert instrument) will be charged only one \$35 fee. Students will not be prevented from using equipment for any financial reason. Students must return any item checked out at the director's request.

## **BAND INSTRUMENT LOCKERS**

Students who have appropriate sized instruments may be issued a locker to store their instrument and music. Lockers will be assigned at the discretion of the band director. There are a limited number of lockers, so not all students are guaranteed to be able to store all of their instruments in them. Two students may share a locker. This year, we will be receiving locks from the school for lockers in the band room. If a student wants to have a locker, they will be asked pay \$5 for each lock. Students are not permitted to use personal locks on band room lockers. The band director and the administration reserve the right to access student lockers at anytime. Should the band director or the administration need to access a locker, appropriate actions will be taken.

During rehearsal, students may use their lockers to store books, extra clothes or other valuables, however, the school is not responsible for any lost or stolen items. The best way to ensure the safety of any personal items is to not bring them. **LOCK YOUR LOCKER AFTER EVERY TIME YOU USE IT.**

## **FOOTBALL GAMES, PARADES, AND AWAY BAND PERFORMANCES**

1. All students are required to travel to and from all events with the band.
2. Cars may not be driven to any band activities unless school transportation is not provided. The only exception will be in the case of emergency with approval of the director and principal.
3. Students may be picked up at the conclusion of an activity by the parent or legal guardian only when the parent or legal guardian submits a note or email to the director at least one week before the band departs from the school. However, before the student leaves the location, the parent/guardian must personally appear to the director or head chaperone prior to the students release at the conclusion of the event and must show identification. If a note is not submitted, students are required to ride back with the band. No exceptions.
4. Students are responsible for alerting their rides when we plan to return to NFMHS after an event.
5. Parents must be ready to pick up their students immediately upon our arrival to NFMHS.

## **BUS CONDUCT**

Students who are going on trip with the band program are held subject to the following rules:

1. Students must keep their heads, hands, and other articles inside the bus at all times.
2. Excessive or distracting noise is prohibited.
3. Horseplay is not permitted around or on the bus.
4. Students should not leave any articles on the bus, including instruments, uniforms, personal items, etc. unless the director has stated to do so. Items that are left during times that are not approved are NOT the responsibility of the school.
5. Students must remain seated while the bus is moving. Students may exit only through the front door except in case of an emergency.
6. All radio / CD / IPODS must have headphones in order to operate on bus.
7. No eating or drinking without the expressed permission of the driver and band director.
8. All buses are to be cleaned and trash removed at the end of each trip. EVERYBODY IS RESPONSIBLE FOR TAKING OFF THEIR OWN TRASH.
9. Bus lists for students will vary on the event. For most band events, bus lists will be assigned according to sections. On some occasions students may be given the opportunity to sign themselves up on any bus. These sign-ups will take place one week before the event. If a student does not sign up, they will be placed to a bus by the director. If there are problems during any bus ride with a student, he/she will be placed on another bus or be subject to a disciplinary step.

## **SPECTATORS AT BAND EVENTS**

Alumni, family members, other students, and community members are highly encouraged to watch the band at any of our public performances. In the football stadiums, only members of the Marching Knights and registered volunteers will be allowed in the “Band Section.” This ensures that there are little distractions for students and clear pathways to have students safely get in and out of the stadium.

For rehearsals in the band room, spectators must understand that there will be a limited amount of space. DURING rehearsals or during a routine dismissal, non-students are asked to please wait until student dismissal before entering the band room. The only non-students or non-staff that should be in the band room during a rehearsal are those that have signed up to volunteer.

Parents and other non-students are also reminded that afternoon practices on the parking lot and football field are CLOSED. The only non-students that are permitted to be at these weekly rehearsals are those who are volunteering in the uniform room. Band will have open rehearsals every Friday if spectators wish to attend.

\* With that said, MY DOOR IS ALWAYS OPEN. If you ever have a question or concern, please email or call me. If you can't schedule an appointment ahead of time please feel free to come into the band room BEFORE or AFTER a rehearsal to speak with me. This way, I will have enough time to dedicate time to our meeting and then be fully focused on working with your child during rehearsal times. \*



## UNIFORMS AND ATTIRE

Band members will be issued at the beginning of the season after being sized and fitted during band camp. The uniform is defined as the band shirt, jacket, pants, a shako with mirror plate, plume, shoes, white gloves, and long socks. While most of the uniform is provided, there are some parts that must be provided by the student. Gloves, socks, and shoes **MUST** be purchased by the student. This is **NOT** included in the seasonal marching band fee. The band will purchase a large order of gloves and socks at the beginning of the year. Students will then pay the band for each pair of these items needed. A shoe vendor will be coming to North during band camp to fit all students for a pair of white shoes and black shoes. Every student must have a white pair of marching shoes. All students marching in the competitive band will be expected to also have a black pair of shoes. Each student needs to write their name inside of shoes. Colorguard will be provided with uniforms for the competitive band. Each guard member will be expected to purchase staff-approved gloves and guard shoes. Prices will be announced before purchased. Competitive students are

Even though periodic uniform cleaning is covered with the regular season marching band fee, students must keep uniforms as tidy and professional-looking as possible. Only eat during 3rd quarter privileges. During this time, please be wary of the types of foods that you eat in order to minimize the chance of spilling on the uniform. Take off your gloves before you eat!

All parts of the uniform are to be worn at all times unless stated otherwise by the director. Students will be allowed to remove parts of the uniform in the stadium, such as hats, gloves, gauntlets and occasionally jackets upon the approval of the director. The band shirts issued to students at the beginning of the year will be the **ONLY** shirt worn underneath the uniform jacket. Marching Knights will be issued one band shirt for the current year. If a shirt is lost, they must purchase another one. Students and parents can purchase extra shirts. Students must wear non-bulky athletic shorts underneath the uniform that can only be white, grey, or black. Lost or damaged items due to neglect, shall be replaced at the student's expense.

This year, the Marching Knights will have two shirts that they are responsible for. One shirt, which is provided in the season band fee, will be the shirt that is worn for every football game. This shirt will be worn every year and will become the official North Band shirt. The other shirt, which each competitive band student is responsible for purchasing, is this year's marching show shirt, price to be announced upon the confirmation of the competitive roster. This shirt will be available for purchase all parents as well.

For rehearsals, students are encouraged to wear clothing that is light and fast-drying. Students are encouraged to keep an extra change of clothes on their locker in case of rain. Students must also bring tennis shoes to every rehearsal. Flip flops, chucks, or boots are not appropriate shoes for marching. Jeans or long pants/dresses are also discouraged. If a student is not dressed appropriately, they will need to wear the clothes provided by the band to ensure their safety and health.

Student attire of ALL ensembles will be inspected by the director or staff before every performance. If a student does not have a required uniform part or is dressed inappropriately they will be requested to not perform.

## **FEES**

- **ALL Marching Band Members:**
  - Each student for the 2017-2018 school year will have to pay a regular season fee of **\$200.00**. This fee covers the cost of instructors and staff, new music, transportation, some food and drink costs, and the cleaning of uniforms. This is also includes the \$25 dollars to be enrolled in a concert or jazz band class\*.
  - **Competitive band students will be asked to pay an additional \$50**, for a total of \$250, which will go towards competition fees and other travel expenses.
  - Each student is expected to purchase white shoes for football band, black shoes for competitive band, gloves, socks, and this year's marching band show shirt. If fees cannot be paid out right, a payment plan can be set up.
  - The **first deposit** of \$75 should be paid by August 10<sup>th</sup> (the first day of school).
  - All payment plans for the Marching Knights must be turned in by August 10<sup>th</sup>, 2017, which is the first day of school. All payments for regular season fees must be satisfied by September 29<sup>th</sup>, 2017 unless stated otherwise on an individual parent-signed payment plan. Students who have outstanding fees according to their accounts will be placed on a school-wide delinquent list.
- **Special Trip Fee:**

A planned trip for this year is in the works and will be decided soon. Once details are set, students and parents will be made aware of the information pertaining to the trip. This trip is optional and the fee is separate from the regular season fees. All money received will **FIRST** be applied towards regular season fees. Students must pay all of the regular season fee before being able to begin payments on another fee.

### **\*Fundraising:**

There will be various fundraisers sponsored by the band this year. All students should participate in fundraisers as they help offset the costs for individual students as well as the entire program. It is possible to fundraise ALL band fees. Information regarding fundraisers will be given to students during class and will also be found on the band website.

## **REQUIRED MARCHING ENSEMBLE MATERIALS:**

- Instrument and all accessories (i.e. reeds, mouthpieces, oils, creams, etc.)
- Music
- Pencil
- Flip folder and lyre (can be purchased online at [www.wwbw.com](http://www.wwbw.com) or Cadence Music)
- Drill coordinates – to be placed in the flip folder
- Tennis Shoes! If you don't have closed-toed shoes, you don't march!

Please sign the Handbook Agreement Form below and return to the band director by **Friday, July 29<sup>th</sup>, 2017.**

## Handbook Agreement Form

I, \_\_\_\_\_, (student name), have completed the following:

1. Read and agree to all terms set by the NFMHS Band Handbook
2. Reviewed the calendar on the dates and times given. I also understand that it is my responsibility to handle all schedule conflicts **no less than two weeks prior** to events in conflict.

Student Signature: \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_

Date: \_\_\_\_\_

This form is due to Ms. Johnson by Friday, July 21<sup>st</sup>.

# NORTH FORT MYERS HIGH SCHOOL MARCHING KNIGHTS

## PAYMENT PLAN

To the Parents / Guardian Of \_\_\_\_\_

The Band fee for the 2017 / 2018 Marching Season is \$200.00. All payment plans must be completed by August 10<sup>th</sup>, 2017. The first installment, unless paid in full, should be \$75.00 due on Aug. 10<sup>th</sup>, 2017. After that date if the student has not paid or turned in a payment plan they will not be able to dress out for the football games or travel to any competitions until they have paid. There will be no refunds after July 21<sup>st</sup>, 2017. All fees must be paid in full by September 29<sup>th</sup>, 2017 unless stated otherwise on the payment plan below.

Below is the payment schedule for you to set up, payment is due on or before the due date which has been agreed by you.

Date: \_\_\_\_\_ Payment Amount \$ \_\_\_\_\_

Date: \_\_\_\_\_ Payment Amount \$ \_\_\_\_\_

Date: \_\_\_\_\_ Payment Amount \$ \_\_\_\_\_

Date: \_\_\_\_\_ Payment Amount \$ \_\_\_\_\_

Date: \_\_\_\_\_ Payment Amount \$ \_\_\_\_\_

Date: \_\_\_\_\_ Payment Amount \$ \_\_\_\_\_

It is preferred that payment is made by check, please make checks payable to "North Fort Myers High School Band," also write your Students full name in the memo section of the check as there are several students with the same first names. Other payment methods are Money Order or Cash. All payment should be put in a sealed envelope with the STUDENTS NAME on it and posted in the Black Box that is in The Band Directors Office .

Student Name (Print) \_\_\_\_\_

Parent Name (Print) \_\_\_\_\_

Parent Signature \_\_\_\_\_

Should you have any questions, please feel free to contact Ms. Johnson by phone 239-995-2117 or email, [saragj@leeschools.net](mailto:saragj@leeschools.net).

Sara Johnson  
Director of Bands  
North Fort Myers High School

North Fort Myers High School  
2017-2018  
Friends of Music

The North Fort Myers High School Band Program is proud to continue Friends of Music program. This is a sponsorship program that helps to support the band and it's member at North Fort Myers. Funds generated by the Friends of Music program will be used to:

- Pay for Concert/Festival/Assessment Fees
- Bring in guest clinicians to help our students
- Purchase instruments and equipment that are needed
- Maintain the growth of the band program's musical needs

All Friends of Music sponsors will be listed on our website and in all of our programs, unless requested otherwise.

Sponsorship levels will also be listed:

Friend - \$15 or above

Musician - \$35 or above (Sponsor will receive a certificate.)

Conductor - \$75 or above (Sponsor will receive a framed certificate.)

Maestro - \$150 or above (Sponsor will receive a plaque.)

Virtuoso - \$500 or above (Sponsor will receive a plaque, and a complimentary full-page ad in one of our programs.)

Concertmaster - \$1,000 or above (Sponsor will receive a plaque and a complimentary full-page ad in all of our programs.)

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Student Name \_\_\_\_\_

Sponsor Name \_\_\_\_\_

Sponsorship Amount \$ \_\_\_\_\_ Level \_\_\_\_\_

Name as you would like it to appear in our program:

\_\_\_\_\_  
(Ex. The Smith Family, or Ms. and Mrs. John Smith, or John and Jane Smith etc....)

Please make all checks payable to North Fort Myers High School Band. Thank you!