

**LINCOLN HIGH SCHOOL
TROJAN BAND
MEMBERSHIP HANDBOOK
2019-2020**

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Preface

This handbook was written in order to provide students and parents with information concerning the various activities, policies, and phases of the band program at Lincoln High School. It is impossible for this booklet to cover answers to all questions that may arise. All students and parents will need to read this handbook carefully, fill out the form given to students, sign it, and return it to the director. School rules and policies are in effect at all times a student is directly or indirectly involved in any activity sponsored by or in the name of Lincoln High School. School policy shall have priority over music program policy in the event of any conflict. The band director shall have the authority to suspend or amend any Lincoln Band Program policy at any time in the best interest of the overall program.

Lincoln Band Philosophy

Here at the Lincoln Band program, I strive to create two things out of every student: well-adjusted members of society, and educated consumers of music. To simplify, that means all students will become two things once they leave after four years: great people, and great musicians. These goals are attainable by every student and are intertwined so that the student can accomplish one goal by working on the other.

As a music educator, I whole-heartedly believe that my job is not to produce only music majors, just as the football program's job is not to produce only NCAA-bound athletes. Rather, our goal as educators is to produce well-functioning adults and members of society, so that they may be equipped to handle whatever profession they decide to devote their lives to after high school. Through band, and through the two points in the first paragraph, your child will see large amounts of growth and progress towards this ultimate goal. Below will further outline concepts that will aid your child into arriving at said goal.

In the Lincoln Band, we want our students to learn the value of respect. This includes the small picture of “ ‘yes, sir’ and ‘yes, ma’am,’” when speaking to teachers and volunteers, and the big picture of how you treat everything around you, like our band equipment. We want our students to learn the value of hard work, and improving on an instrument certainly teaches that. We want our students to learn the value of critical thinking and creativity, much like how creativity is required to improvise a great jazz solo. We want our students to understand the value of “transfer”: how any discipline can relate to another, just like how exercising your trombone embouchure is like exercising in the gym. We want our students to learn the value of our collective heritage, and learning great music of the past can teach us a lot about this history.

Finally, we want our students to learn the value of music and the arts. Even though not all students will go on to pursue music after high school, it is crucial that everyone grows a respect, appreciation, and love for music and the arts for the rest of their lives. This is why one goal is to create educated consumers of music, and not “the best players possible.” Training students to be educated consumers of music leads to producing the best players, not the opposite way around.

Welcome to the Lincoln Band Family!

Sincerely,
Matthew Tenoré
Director of Bands

Band Program Rules

1. Respect

At Lincoln, we want to cultivate an environment of respect in all aspects. This includes everything from “ ‘Yes, sir’ and ‘Yes, ma’am’ ” to showing respect for your surroundings. This encompasses kindness to peers and adults, and care for facilities and equipment. In the Lincoln Band, we adhere to the three core pillars of respect:

Respect for your environment. – Respect for your peers. – Respect for yourself.

2. Attendance/Participation

All things worthwhile require a high level of commitment. One student’s absence directly impacts the entirety of the ensemble’s ability to perform. Furthermore, core musical concepts such as intonation, balance, and blend can not be made up by any outside make-up work, as music is performed in real-time. A band, simply put, cannot function with poor attendance. Because the Leon County School District and the State of Florida deems band as a co-curricular activity, after-school practices can be used as part of each student’s in-class grade. Band, much like athletics, requires after-school commitment. (See grading policy, page 7.)

3. Tolerance

Much like any other part of life, it is probable that at some point here at Lincoln you will meet someone that you don’t get along with. Even though you don’t have to agree with everyone you meet, a sense of tolerance and kindness will go a long way. The same goes for the music we play: Not every piece of music will be your “favorite,” but an open mind might just reveal that you like some music more than you thought you would.

*(These 3 rules are simply the overarching rules of the band program. You will find many more specific rules throughout the handbook.)

“THE PRIDE OF THE BIG BEND”

PROFESSIONALISM

The appearance of our band is just as important as the sound. Acting as a professional in one’s individual conduct and respect towards others creates positive representation of our band and our school.

RESPONSIBILITY

Individual responsibility creates a strong collective. Being on time for events, knowing one’s music and drill, and maintaining a clean work environment are all elements of individual responsibility.

INTEGRITY

Teamwork is only possible when everyone believes they are a part of the team. Being a person of integrity, honor, and principle is how one earns the mutual respect of his/her colleagues.

DISCIPLINE

Imposing maturity and self-control upon one’s self is the only means by which we can effectively produce the best possible musical product. Showing discipline must be more than just good behavior.

ENTHUSIASM

Attitude will always affect the outcome of any situation. Approach- ing our work with enthusiasm and optimism creates an environment that will stimulate success without strife.

We earn the right to demonstrate PRIDE in our program by demonstrating Professionalism, Responsibility, Integrity, Discipline, and Enthusiasm **every single day**. These are the individual characteristics that the truly outstanding and the truly successful have mastered, so that they are instinctive instead of demanded. Achieving PRIDE is a necessary part of achieving excellence.

HOW TO EXHIBIT “PRIDE”

- Be the first, never the last, to rehearsals.
- Always have the needed and required rehearsal equipment.
- Wear appropriate rehearsal attire – proper shoes, shorts, etc.
- Demonstrate desire, spirit and enthusiasm for learning, working, and contributing.
- Be one of those students who is always there, and can always be counted on.
- Prepare and master your part of the performance in advance of rehearsal. Ask for help if necessary... we want you to succeed!
- Believe that “Only your best is good enough.”
- Refrain from making comments or carrying on a conversation during a rehearsal.
- Maintain eye contact with Instructor or Officer in Charge.
- Use “High-Intensity Listening.”
- Stop immediately when cut-off is given or move is completed.
- Exhibit enthusiasm for practice and understand the need for repetition.
- If you experience failure, analyze it and make a plan to improve and succeed the next time.
- Turn work into play! Enjoy rehearsing whether it is hot, cold, or rainy.
- Try to learn something new every day.
- Remember: “The Band will only be as good as my attitude and my contribution.”
- Be humble in your success. Demonstrate class in all situations.
- Prepare for the next rehearsal.
- Always try to give 100%. Don’t waste time and energy by being the cause of, or contributing to unproductive rehearsals.

ENSEMBLES & COURSE POLICIES

**Students must maintain a 2.0 cumulative GPA to fully participate in all band activities.
All ensembles and courses are full-year commitments unless otherwise noted.**

TROJAN MARCHING BAND: The overarching band ensemble of Lincoln High School. The Trojan Marching Band operates primarily during the fall and is comprised of the Symphonic Band, Concert Band, Percussion, and the Color Guard. Basics of marching and playing in an outdoor ensemble setting are stressed. Performances include football games, performance assessments, festivals, and parades. This band rehearses after school. Instrumentalists must be in one of the concert bands; only the director may approve exceptions to this rule. Once a student has been assigned a position in the show, membership may not be terminated until the conclusion of the marching season.

SYMPHONIC BAND: Designed for the more advanced musicians with emphasis placed on the musicianship skills required for performance of sophisticated literature. Members are expected to participate in Solo and Ensemble Music Performance Assessments, and audition for All-District Band. Auditioning for the All-State Band is strongly encouraged. Performances include concerts, performance assessments, festivals, and music conferences. After-school rehearsal time is required during concert season. Membership is based on audition and director recommendation. Members must also participate in the Marching Band. Private lessons strongly recommended, and expected of experienced players.

CONCERT BAND: Designed to develop basic fundamentals, instrumental technique, and musicianship skills. Performances include concerts, performance assessments, and festivals. Members are strongly encouraged to audition for All-District and All-State Band. After-school time is required during concert season. Placement within the ensemble is based on audition and director recommendation. Members must also participate in the Marching Band. Private lessons are strongly recommended.

JAZZ BAND: A secondary ensemble designed for musicians interested in learning elements of jazz music. Emphasis is placed on development of swing, blues, pop, rock, and Latin styles of repertoire and performance. Performances include concerts, performance assessments, and jazz festivals. Instrumentalists must be in one of the concert bands unless they play a non-concert instrument.

PERCUSSION CLASS: Offered in the fall and is required for all percussionists in the band program. Members must also participate in the Marching Band. The emphasis of this class will shift as the course of the year progresses, but the focus will always be on fundamentals and musicianship. Throughout the year, all students will get to perform in small ensembles and percussion choirs. All students in this class will be expected to participate in Solo & Ensemble. Because of the number of percussionists in the band program compared to the need of percussion parts in Symphonic and Concert Band, only a select few students will play as part of the Symphonic Band and Concert Band. These students will be placed by the band director.

AP MUSIC THEORY: Open to students interested in furthering their understanding of music composition. Students will learn elements of music theory including intervals, major and minor scale construction, harmony, transposition, voicing, arranging, ear training, etc. Students are required to take the AP exam in May. (Mr. Scott Leaman teaches this course, but it is certainly open to band students.)



Grading Policies

All of the band classes in the Lincoln High School Band Program are performing ensembles. Therefore, the majority of grades for each student will be based on attendance and participation. If the student shows up with a good attitude, willingness to work, and the proper materials, then the student will be on the right path for a high grade.

Because band is a performance class, all after-school/outside-of-school rehearsals and performances are required. This includes football games, concerts, MPAs, and more. Concerts are equivalent to a test, and the success of the group depends on the contribution of every single member of the band.

Because the Leon County School District deems band as a co-curricular activity, after-school practices can and will be used as part of each student's in-class grade. The following applies to all ensembles in the band program, except the Winter Color Guard.

Tardy: If a student is tardy for an after-school rehearsal/performance, the first time it will be a warning. All following instances of tardiness will result in a lowering of 6 points off the student's 9 weeks grade.

Unexcused absence for rehearsal: If a student misses any rehearsal unexcused, their grade will be lowered by or 11 points.

Unexcused absence for a performance: If a student misses any performance unexcused (concert, football game, competition), their grade will be lowered by 31 points.

GRADING BREAKDOWN

Each student will start the quarter with 100 points.

The following is a breakdown of point deductions for each infraction:

Unexcused absence from practice.....	11 pts
Unexcused absence from performance.....	31 pts
Tardy to practice.....	6 pts
Tardy to performance	6 pts
Unprepared for rehearsal (no instrument, music, etc.)	5 pts

**There is no penalty for an excused absence or an excused tardy!*

Mr. Tenoré understands that sometimes, mistakes happen. So, if any of the above grade penalties are given to a student, they will have the opportunity to earn the points back*, before the end of the current 9 weeks. Options for earning points back may include:

- Counting and playing all rhythms from a provided Musicianship Test sheet.
- Attending a Lincoln Chorus, Guitar, or Orchestra concert, getting your program signed by Mr. Leaman, Mr. Robles, or Ms. Knotts, and then writing a 3 page hand-written paper on their performance to be turned in to Mr. Tenoré. (A typed paper will not be accepted.)

* If a student misses a **performance** unexcused, there will be no option for make-up work. It is impossible to create work for the student that would be at a comparable level to that of a performance.

Work will never be an excused absence!

Two disclaimers:

1. Mr. Tenoré respects and appreciates students who work a part-time job in addition to being in school and being in band. That being said, work schedules can be arranged ahead of time with your employer — it has been proven many times, so no excuses.
2. The director supports the parents who feel that, in order to “help” their students to do better in their schoolwork or to punish the students for misconduct at home, they should not be allowed to come to music rehearsals/performances. However, if parents choose to utilize this form of discipline, they must understand that **absences of this nature are unexcused** and will receive the appropriate weight when determining a student’s band grade and participation in future performances and events.

Attendance Policies

The Leon County School Board recognizes high school band as a co-curricular activity. This means that a student's grade can legitimately be held accountable for events that take place outside the normal school day. Therefore, attendance at all after-school rehearsals and performances is considered mandatory. Just as athletic teams cannot practice or compete without a missing player on the field, likewise the band cannot effectively rehearse or perform with a missing player on the field or in the ensemble. Every band member carries equal importance to the integrity of the band, regardless of instrument, grade level, or ability.

In order to accurately assess the active participation of all its members, the Lincoln Band must employ strict attendance policies for these reasons:

- Participation in daily band rehearsal is the equivalent of classwork in other classes
- Practicing outside of class is the equivalent of homework in other classes
- Weekly performances are the equivalent of tests in other classes
- Major performance assessments or festivals are the equivalent of exams in other classes

Excused Absences

Illness and other conflicts may make it necessary to miss an event on some occasion. The parent must notify the director in writing as far in advance as possible if a student must miss a rehearsal or performance. Emergency requests, such as sudden illness or other unexpected events, can be made by emailing Mr. Tenoré (TenoreM@leonschools.net) prior to the rehearsal or performance, and following up with a verification in writing afterwards. For non-emergencies, all requests should be submitted by turning in an excused absence request form (See below) within **two weeks** prior to the conflict. **Prior notice is essential whenever possible! A lack of notice will result in the conflict automatically being deemed unexcused.**

Excused absence request forms are available in the band room and on the band website. (See Mr. Tenoré if you do not know where they are.) These forms must be filled out completely, signed by a parent or guardian, and presented to Mr. Tenoré for approval or denial. Please note that denied excuses for absences carry the same penalty as unexcused absences. All absences, regardless of reason, are subject to Mr. Tenoré's approval in order to avoid consequences to a student's grade.

Additional notes:

1. Excused absences from performances will require a make-up assignment that will mandate a similar degree of time and energy that would have been spent on the performance to be spent on the make-up assignment.
2. If a student is sick and stays home from a rehearsal or performance, prior notice and a doctor's note is required to ensure that the absence is excused. The note may be turned in the following day, or upon the student's return to school.
3. Excused absences from marching band rehearsal on the day before a performance may prevent a student from being able to perform regardless of the reason for absence, due to the fact that often times rehearsals immediately prior are critical to successful performance. *This is for the student's safety as much as it is for the integrity of the performance!*
4. Except in extenuating circumstances involving long-term illness, no student will be granted more than three excused absences per nine weeks from extra-curricular rehearsals and performances. Any additional absences will be unexcused.
5. **A student's work schedule will NEVER be an excuse for an absence!** Disclaimer: The director supports the parents who feel that, in order to "help" their students to do better in their schoolwork or to punish the students for misconduct at home, they should not be allowed to come to music rehearsals/performances. However, if parents choose to utilize this form of discipline, they must understand that absences of this nature are unexcused and will receive the appropriate weight when determining a student's band grade and participation in future performances and events.

Unexcused Absences

Unexcused absences from after-school rehearsals or sectionals will be assessed to the student's class grade. Unexcused absences from performances will result in the student receiving a zero for that grade. In most cases, this will end up lowering the student's letter grade by one full letter for the nine weeks... do not take these consequences lightly! Also, students who have an unexcused absence from class on the day of a playing evaluation will not be permitted to make up the evaluation until the absence comes back as excused. Remember: work is never an excuse! Work schedules can be arranged ahead of time with your employer—it has been proven many times, so no excuses.

In addition to grade consequences, the first unexcused absence from a marching band rehearsal will result in the student losing their third-quarter break at the next upcoming performance. A second unexcused absence within a grading period may result in the student losing his/her position in the marching show, or dropping a chair in a concert ensemble. A third unapproved absence may result in dismissal from the performing organization.

Tardiness

It is the student's responsibility to plan to always arrive **fifteen minutes prior** to every announced report time for band events. A student's rehearsal or performance grade will always be penalized for tardiness. Being tardy by fifteen minutes or more past spot time to a rehearsal or performance may carry the same weight as an unexcused absence (see above).

Remember: "FIVE MINUTES EARLY IS TEN MINUTES LATE!"



MUSICIANSHIP

The band curriculum at Lincoln High School is designed to maximize student exposure to opportunities for personal musical growth. It is the band director's job to do everything possible to facilitate, support, and encourage ongoing development as musicians. While every effort will be made to give students individual attention in this regard, nothing can replace the growth students experience with focused practice outside of school and private instruction.

Home practice plays an important part in the musical growth of any musician. Furthermore, educational research has proven that a student's ability to perform on a musical instrument will improve at a rate directly proportional to the quantity of time and effort expended in practice. We therefore seek parental help in encouraging home practice and making a special effort to be aware of his or her practice habits. Your awareness will enable you to offer praise when praise is due.

Private Instruction

Private instruction is very important for all young musicians. Band class will never provide enough of the one-to-one specific instruction needed for advanced musical growth. The director will be available as much as possible for assistance after school, but cannot offer private instruction to all band students on a consistent basis. Ideally, we would like everyone in the program to study privately. Tallahassee is an excellent place to find private lessons teachers! The FBA District 3 (which includes Leon County) is compiling a recommendation list of private lessons teachers. In the meantime, please see Mr. Tenoré for suggestions. There are most certainly enough people – especially those at The Florida State University – to where every Lincoln Band Student, hypothetically, could and should be taking private lessons.

Auditions & Re-Seating

Symphonic Band: Students that are placed into Symphonic Band will have two major auditions: One at the end of the school year, and one at the “halfway” point of the school year. (December/January, depending on the school year.) Symphonic Band students will also have 4 re-seating auditions: One before the fall concert, one before the Fine Arts Showcase, one before District MPA, and one before the Spring Concert. These re-seating auditions will be based on the music for each concert. They will be completion grades. They will also not remove a student from the ensemble.

Concert Band: Students that are placed into Concert Band will have two major auditions: One at the end of the school year, and one at the “halfway” point of the school year. (December/January, depending on the school year.) Concert Band students will also have chair placement auditions at the beginning of the school year. The audition will be music of each student’s choice, lasting no more than 1 minute.

Jazz Band: Students interested in performing in Jazz Band must audition at the end of the school year. Part assignments will be given then, but throughout the course of the school year, the director has the right to rotate students and parts if he chooses.

Percussion: Students interested in percussion will complete an audition at the end of each school year for their placement in marching band. The band director will select students to be in the Symphonic Band and Concert Band. Because of the number of percussionists in the band program compared to the need of percussion parts in Symphonic and Concert Band, only a select few students will play as part of the Symphonic Band and Concert Band. This means that not every percussion will play in those bands. Every percussion student, however, is a member of the percussion class and percussion ensembles.

There will be no “chair challenges” outside of any specified auditions above.

REHEARSAL & PERFORMANCE PROCEDURES

Full Ensemble Rehearsals

1. Band members must have all required materials present for all rehearsals. (See Instruments and Uniforms, next section).
2. A student is considered tardy if not in place by the time attention is called (marching band), or two minutes after the bell (class rehearsal). We always follow the band room clock! See Grading Policies for penalties of being tardy.
3. When the director, staff member, guest, or specified leadership member is leading a rehearsal, all other activity must cease. Your full attention must be given to that person, and there should be no talking or distraction during rehearsal. Points may be deducted off of rehearsal grades for inattentiveness, disruption, or misbehavior.
4. Do not leave your seat unless given permission to do so.
5. Eating, drinking (except water), or chewing gum is strictly prohibited in all rehearsals. (All of the above is also prohibited in the band room anyway.)
6. Cell phones are to be out of sight and placed on silent during rehearsals. The only exception to this is if the director gives you permission to use them. For example, there are many tuner apps or metronome apps that can have great benefit in rehearsal.

Sectionals

Due to the complex nature of a quality band program, rehearsals outside of class time are necessary. Generally, such rehearsals will be scheduled well in advance so that all conflicts can be avoided. All sectionals are mandatory, and band attendance and grading policies are applicable.

Marching Band

1. All sections rehearse when needed according to posted announcements by section leaders. These sectionals must be scheduled at least a week in advance.
2. All music listed by the section leader should be prepared for the sectional.
3. All players will pass off their music for the section leader before the designated performance. Attendance and results of music passed off will be reported to the secretary by the section leader.

Concert Bands

1. Sectionals may be called by student leadership in the symphonic/concert band setting.
2. Extra mandatory rehearsals may be called with two weeks' notice.

Football Games

1. The band will be called to attention on the band practice field at reporting time. Be wearing appropriate attire which usually includes: band T-shirt, black band shorts, black socks, black shoes, and gloves.
2. Inspection takes place in the band room before departure. Section leaders are to check their section's uniforms, instruments, and equipment.
3. **Wear the uniform correctly in its entirety.** This includes tucked-in shirt and properly worn marching pants. (See Uniforms section)
4. Remain seated in appropriate column during the game. Stand when directed by the drum major or director. **Everyone must stand when the band stands!**
5. Students may use the restroom with the director's permission and only if accompanied by a chaperone.
6. Absolutely no individual playing on any instrument will be allowed.
7. Every football game is a performance: in the stands, on the field, and everywhere in between. Watch the director and drum major at all times when they are standing in front of the band. Listen for directions, get music out quickly, and be ready to play.
8. Students may have refreshments during their third quarter break. No food or drinks in the stands. Chewing gum is NEVER permitted at all during the game.
9. If you have to use the restroom, be in your seat, ready to play with **one minute remaining (unless otherwise stated)** at the end of third quarter.
10. NO ONE but uniformed personnel and band chaperones are allowed in the band section. Visitors are allowed in the band section only with the director's approval. This is for the safety of our students and also the safety of our equipment.
11. At halftime, kneel down and watch quietly as the other band performs.
12. No one is dismissed early. Your grade is held accountable for participation in the entire game!

13. After the game, pass trash to the end of the row and check to see if you have all of your belongings: music, lyres, gloves, hats, etc. Remember: Respect for your Environment.
14. Be courteous to visiting bands, officers, directors, fans, and anyone else with whom you come in contact. While at games, we are constantly in public view and your conduct must reflect the highest standards. **Everything you do is a direct reflection on the band. In this setting, you are not acting as an individual. You are part of the whole and cannot be separated from it when you are in uniform. Don't let carelessness, restlessness, or irresponsibility ruin things for everyone else!**

Travel & Off-Site Performance

1. Mode of transportation will be provided or approved by the school. Students traveling with the band must travel with the group in the vehicle provided. Exceptions, in grave emergency, must be approved by the director.
2. Students will ride both ways on a trip on their assigned bus. These assignments are made ahead of time to avoid confusion.
3. The school has a policy that no student may return by any other mode of transportation other than the band bus, except by the following:
 - a. When written permission is submitted BEFORE departure from school.
 - b. The PARENT/GUARDIAN takes custody from the director after the performance. (Students will not be released to anyone but the parents of the student.)
4. While out of town, students will not ride in any private automobile without permission from the director.
5. Each student is responsible for seeing that his/her instrument and belongings are loaded at the departure point, after the performance, and unloaded upon the return. This includes cleaning up trash after any band trip!
6. A band officer and at least one adult chaperone will be placed on each bus. They are in COMPLETE charge. Respect is imperative. They will take attendance and communicate important information to you regarding the appearance ahead. Absolute quiet must be maintained during roll call.
7. While traveling on buses, you will obey the instructions of the bus driver. Putting hands, arms, heads, etc. out of a window is strictly prohibited. DO NOT ever throw anything out of a window for any reason.
8. While traveling on buses, students may talk or sing in an orderly manner. If your voice is loud enough to be heard above other conversations, you are TOO LOUD. When crossing a railroad track or entering/exiting a stadium parking lot, absolute quiet must be maintained. UNDER NO CIRCUMSTANCES SHOULD ANYONE CALL OUT OR MAKE REMARKS TO PEOPLE OUTSIDE THE BUS.
9. Do not stand or move around in the bus while it is in motion.
10. NO music playing-devices on buses without headphones.
11. Courtesy must be maintained while in restaurants. Speak quietly and clean up your area when finished. Eat properly and regularly to be at your best for yourself and others.

12. On overnight trips, all students are to be in their rooms at or before the designated curfew hour. They are not to leave their room after curfew for any reason. Students are also not to leave the hotel without permission from the director.
13. While staying at a hotel, students and chaperones are to be courteous to all hotel employees and guests. Their conduct should bring credit to themselves and the organization. Don't slam doors, run, or speak loudly!
14. NO P.D.A. - Public Display of Affection. Co-ed room visitation is strictly prohibited.
15. Body alterations of any kind (piercing, hair cuts, tattoos, etc.) are prohibited while on trips.
16. The use or possession of any alcoholic beverage, tobacco, or drugs which could modify behavior is absolutely forbidden at all times. Violation will result in dismissal from the performing organization, and disciplinary referral. Prescription medication authorized and administered by a Leon County Schools employee or designee is permitted. Leon County Schools policies for student conduct are in effect at all times. (All rules apply just as if you were on the school campus.)

INSTRUMENTS & UNIFORMS

Every student is responsible for **having** required equipment and accessories, **maintaining** the condition of his or her instrument and uniform, and **returning** any and all items that are school property at the end of the year. For uniforms and school-rented instruments, fees will be charged for rental, minor maintenance, and cleaning as outlined below.

All students are expected to bring their instrument to every rehearsal. In the event that an instrument must be repaired and has been delivered to a repair shop, please provide a receipt or repair estimate so that grade infractions are not assessed. In addition to your instrument and your music, you must have the following:

- **Woodwinds:** Name tag for instrument, reeds (minimum of three playable at all times), reed guard or reed case, cork grease, cotton or silk instrument swab, lyre for marching instrument, a pencil, metronome and folding music stand (for home practice).
- **Brass:** Name tag for instrument, valve oil, slide grease, mutes (straight, cup, harmon), cloth for cleaning, lyre for marching instrument, two pencils, metronome and folding music stand (for home practice).
- **Percussion:** 2B or 5B sticks for concert, marching sticks/mallets as asked by percussion instructor, rubber and yarn marimba/xylophone mallets, medium timpani mallets, stick bag with name tag, two pencils, metronome and folding music stand (for home practice). (Much of this equipment is provided by the school, but not all of it.)

All school-owned instruments must be checked out through the appropriate officer or band director by filling out an instrument rental agreement. Once issued, the instrument becomes the responsibility of the student for proper care, maintenance, and protection from damage or theft. Students using school-owned instruments will be charged for any damages to the instruments. Due to the "shared" nature of percussion instruments, all percussionists will share collectively in the responsibility for damage or loss of percussion instruments/equipment.

Instrument Lockers

Instrument lockers are issued to all band students in the band program at the beginning of the school year. Students who utilize their band instrument locker to store their instrument or personal belongings must agree to abide by the following regulations:

1. Lockers are issued primarily for storing your musical instrument. A size-appropriate locker for your instrument will be assigned (as available). Requests for a larger locker to accommodate other personal belongings cannot be honored.
2. Students will be given a school-issued lock to put on their locker. **No personal locks may be used on instrument lockers; they will be removed and discarded!** Students are responsible for ensuring that the lock issued to them is returned at the end of the school year. If a lock is lost or damaged, a \$10 replacement fee will be assessed.
3. **Do not store your music in your locker!** A shelf system is provided for you to store your music folder. This is so that in case you are absent, your music is still available to your stand partner. Also, your music is less likely to be damaged or lost if kept in the music folder cabinet.
4. Instrument lockers are the property of the school, and therefore Mr. Tenoré (in conjunction with school administration) has the right to open and search the locker at any time to recover school-owned property or music, or for any reason as requested by school administrators.
5. You have a locker for a reason! It is your responsibility to ensure that your locker is LOCKED, and your belongings are secure anytime you are not in the band room. **Neither Mr. Tenoré nor Lincoln High School cannot be held responsible for personal items or instruments that are lost or stolen because they were not locked in a locker!** Also, do not give your assigned combination out to anyone else! Everyone has their own locker for their own personal use.
6. Students may visit their instrument locker as needed in between classes. Students are not permitted to interrupt classes in the band room to visit their locker during class.
7. Band students must understand that Orchestra students also use some of these lockers. We must display a sense of respect and kindness to Orchestra students who share this space with us. They are our peers and deserve respect.
8. If your backpack/other personal items do not fit in your locker, then it should be placed in the taped area of the carpet during class. This is necessary so as to keep a free walking space around the lockers.

Instrument Investment

It is important, not only for the success of the band, but also for individual musical growth that every student have a quality instrument on which to play. **First and foremost, be sure to talk with Mr. Tenoré before purchasing a new or used instrument.** Student-line and beginner instruments are not intended for use in a high school band program such as ours, and students should do careful research before selecting a “step-up” instrument (see recommendations below). To protect your instrument, store it only where designated in the instrument storage area with the case closed and latched. Every instrument must be **CLEANED** daily, and well maintained as needed (key oil, valve oil, bore oil, slide grease, etc.). The student is responsible for returning school-owned instruments at the end of the year in the same or better condition than when it was issued, otherwise additional charges may be assessed for repairs and maintenance. *You are responsible for protecting and taking care of your investment!*

Recommended Equipment for Purchase

FLUTE	Instrument –	Gemeinhardt 3S or better
OBOE & BASSOON		Consult your private teacher.
CLARINET	Mouthpiece –	Vandoren 5RV Lyre, M13, M15,
	or M30 Reeds –	Vandoren (blue or silver) #3 or 3 !
	Instrument –	Buffet R13 (top of the line) Buffet E12 (intermediate model) Leblanc LX2000 (professional model) Leblanc Esprit or Sonata (intermediate models) Leblanc VSP (excellent for the price)
ALTO SAX	Mouthpiece –	Selmer C “Star”, Caravan,
	Rascher Reeds –	Vandoren #3 or 3 !
	Instrument –	Selmer “Super Action” 80 (professional model) Yamaha 52 or 62 (excellent instruments) Canonball
TRUMPET	Mouthpiece –	Bach 5C, 3C
	Instrument –	Bach Stradivarius 37 (top of the line standard) Yamaha YTR 6345 HS (Instruments must have 1st and 3rd valve slides)
FRENCH HORN		Instrument - Holton 179 (professional level) Conn 8D (professional level)
TROMBONE	Mouthpiece –	Bach 6 ! AL
	Instrument –	Bach Stradivarius 36 or 42BO (the standard) Yamaha 646 or 648R (equivalent to the Bach Strad) Conn 88H (top of the line) (Instruments should be .547 bore with “F” attachment)
EUPHONIUM	Mouthpiece –	Bach 6 ! AL or Bach 5G
	Instrument –	Yamaha 321 (professional level 4 valve instrument)
TUBA	Mouthpiece –	Conn or Schilke Helleberg
	Instrument –	Yamaha 321 (or other professional, full size tuba)

Always consult with your private teacher and/or Mr. Tenoré before making an instrument purchase.



Uniform Requirements

The Lincoln Band uniform should provide each member with a spirit of unity and a sense of purpose and pride. You should therefore give the utmost care to the uniform and in no way become careless with it. Consequences will be assigned for students who do not respect the uniform and the band enough to care for it. **No uniform is a uniform unless it is worn fully and correctly.**

If you encounter problems with your uniform (lost articles or buttons, tears, broken seams, etc.), you should immediately report this to the Uniform Secretary. **The hour before a performance is not the time for repairs.**

The student's band activity fee must be collected before the uniform is issued. Among other expenses, this fee covers uniform rental and dry-cleaning. The loss or destruction of a uniform, or any part thereof, will be financially assessed and charged to the student.

Each student is responsible for having and maintaining the following:

- Black Velocity™ marching shoes (available only through Band Boosters)
- Black socks (higher than ankle length)
- LHS Band Green T-shirt (available only through Band Boosters)
- LHS Band Show T-shirt (available only through Band Boosters)
- LHS Band Black Shorts (available only through Band Boosters)
- White long-wrist gloves (available only through Band Boosters)
- Tux Pants
- Tux Shirt
- Black Bow Tie
- Black Cumberbund

Uniform Regulations

1. Do not take uniforms home unless instructed to. Uniforms are to be properly hung on the uniform rack after each performance. Exceptions to this rule must have Mr. Tenoré's approval.
2. Members should wear the uniform with PRIDE. When wearing the uniform:
 - a. Always have it buttoned up and zipped up
 - b. No wrinkles
 - c. Shoes polished
 - d. LHS Band T-shirt and Black Shorts must be worn
3. No extra decorative items will be allowed to be attached to the uniform.
4. NO visible jewelry, hair ornaments, colored nail polish, or earrings.
5. No additions may be worn with the uniform such as baseball caps, bandanas, etc.
6. Hair must be worn so that the collar is visible, either cut or pinned up, well-groomed, and kept out of the face.
7. Hair must be a color that resembles a natural color (blonde, brown, black, gray, etc.) if exposed, so that it does not deter from the performance.
8. Band hats are to be worn correctly at the appropriate angle. Never wear the band hat backwards.
9. Band hats are to be kept in their corresponding hat boxes. Keep trash out of hat boxes.
10. In situations where the band is traveling and the uniform is not being worn, you are to properly hang and cover the uniform in your LHS garment bag.

MARCHING UNIFORM	CONCERT UNIFORM	PEP RALLY UNIFORM
LHS Band T-shirt LHS Band Black Shorts Marching Pants Marching Coat Hat White long-wristed gloves Black socks Black Velocity marching shoes	Concert Coat Tux Pants Tux Shirt with studs Black Bow Tie Black Cumberbund Black socks Black Velocity marching shoes	LHS Band Shirt Jeans Socks Sneakers/Tennis shoes

EXPECTATIONS FOR PERSONAL CONDUCT

The Band Room

The use of music facilities before, after, and during school is a privilege. Students who abuse the facilities and their contents will be disciplined accordingly. Any abuse or damage will be considered vandalism. The following rules are in effect:

1. NO FOOD, DRINK, GUM, CANDY, HATS, ETC. allowed in the band room. Only bottled water. Food and drinks in CLOSED, SEALED containers may be permitted provided these containers are not opened in the band room for any reason. Violation of this rule will result in an automatic detention.
2. Instruments are not to be played by anyone other than the owner, renter, or designated user. If it is not yours, DO NOT touch it. This also goes for percussion instruments and color guard equipment.
3. No swearing or profanity. No roughhousing or horseplay.
4. No unauthorized persons on the podium.
5. No touching or tampering with the technology or other equipment in the band room.
6. The band room should be kept neat and orderly. It should emit a sense of pride and organization at all times. If you use something, PUT IT BACK (i.e. stands, chairs, music folders, etc.) Each member is to clean up around his own area. Store your instrument and music in assigned places - NOT ON THE FLOOR. Do not leave books or other personal belongings in the band room.
7. Band members are permitted to gather socially before and after school, and during lunch in the band room. This privilege is reserved for band members only, and may be revoked if abused (violations of these regulations). Non-band (and non-orchestra) students are not allowed to gather socially in the band room. This is primarily for the safety of our band equipment.

*Band Office—Mr. Tenoré's office is always open to a student who needs to ask a question or talk about a problem. However, this area is private and is not to be entered by any student unless Mr. Tenoré or a staff member is present and available. The office is used as a work area by Mr. Tenoré. If he is on the phone or talking to another student or adult, please do not knock or enter. If the door is shut, please knock and only enter if waved in. Try asking an officer's advice first.

*Library—The filing cabinets are to be used only by the library staff. Materials may be checked out only through Librarians. No one other than a Librarian is allowed in the library without expressed permission from the Director.

*Practice Rooms— These rooms are to be used for practice only. No eating or drinking food or drinks of any kind (except water) in the practice rooms. Keep rooms neat, with all chairs, stands, etc., returned to their proper places. Use of practice rooms is with permission of Mr. Tenoré only.

*Uniform Room— The uniform room is a private area and is to be used with permission only. This area is to be kept clean and neat at all times.

*Drum Room—Only designated percussion students are allowed in. Students: If you leave food or drink in the drum room, Mr. Tenoré and/or leadership has the right to throw it away. **The door to the drum room will not be shut by a student unless given permission by the Director.**

Public Appearances

1. All rules and regulations of participation in the band program apply to all public performance events, on or off of school campus. Remember: Your conduct reflects on your band, your school, and your community.
2. Proper language is to be used AT ALL TIMES. Be polite and courteous! Smile!
3. Appearance must be neat at all times when in uniform or while under observation as representatives of the band program and school.
4. A performance or appearance is not completed until students are officially dismissed from pertaining activities.
5. After dismissal, be sure that you have properly taken care of instruments, music, garment bag, shoes, etc. before leaving.

Disciplinary Policies

Representing Lincoln High School as a member of the band program carries a great deal of personal responsibility, and expectations for the highest standards of personal conduct. It is for this reason that actions and attitude that reflect poorly on the individual or on the band cannot be tolerated as a member of our program.

1. Procedural violations, such as improper uniform, missing instrument, or tardiness will result in a penalty assessed to the student's rehearsal or performance grade (depending on the occasion).
2. Minor disciplinary violations, such as food or drink in the band room, excessive tardiness, talking during class/rehearsal, or other minor issues will result in the student being assigned a detention. The duration and assigned tasks for the detention will vary depending on the severity of the offense, and the frequency of occurrence. Detentions may be replaced by a similar consequence at the director's discretion.
3. Any disciplinary problem beyond a minor offense will result in a parent contact and disciplinary referral to school administration, if warranted. School administrators will determine disciplinary consequences in cases where a student has been referred. Additional consequences, such as suspension of performance privileges, removal of third-quarter breaks, or service-related responsibilities to the band can also be assigned based on the nature of the offense.
4. Severe violations of school policy and severe disciplinary infractions within or outside the scope of the band program can result in probation, suspension, or expulsion from the band program as deemed appropriate by the director and/or school administration.
5. At all times and in all cases, Leon County Schools' policy with regards to student conduct and discipline shall be the defining policy for all disciplinary infractions not specifically addressed in this handbook.

THE LINCOLN BAND BOOSTERS

The Lincoln Band Boosters is an organization dedicated to help achieve the Director's vision by providing the students of the Lincoln Band with the best possible experience in their high school band. A successful band program such as ours requires extensive logistical and financial support beyond what is provided by the school system. All parents and guardians of our band students are automatically members of the booster organization. Since our number one aim is to provide the best experience for our students, it is imperative to have the active participation of every family in ensuring our band has the means to rehearse and perform at our maximum potential.

Some specific objectives of the Lincoln High Band Boosters include:

- To help the Director of Bands achieve his vision for the Department of Bands
- To stimulate and maintain enthusiastic support for all phases of the band program
- To provide fundraising means in order to assist in financing program expenses
- To provide volunteers for the various activities and functions of the band



Fees & Obligations

The majority of the money we collect or raise as an organization goes directly to benefit the students through equipment, music, uniforms, instruments, instructors, travel, and various other expenses. The Executive Board of the band boosters works to budget our expenses and anticipated income on an annual basis in order to meet the needs of the program. The annual costs to the individual student are announced at the end of each school year for the subsequent year. Students who are unable to pay the amount due by the date required should have a parent contact Mr. Tenoré so alternative arrangements can be made. Students who fail to pay required fees without notice or turn in items on time will be placed on the school's financial obligation list. There will be a \$25 fee for any checks returned for insufficient funds.

Student Accounts

Through fundraising, students will have the opportunity to earn money for their own personal accounts with the band. The money saved in these accounts can be spent on band-related individual expenses as they come up during the year. Additionally, students may save this money to help pay for future expenses or major purchases, such as a new instrument. Money in student accounts is to be used only for approved music related expenses. Instruments are to be approved by the director and check will be issued directly to the vendor by the band boosters. Requests for student account disbursements must be made prior to the last day of the school year. Students with questions about their student account should contact the band booster treasurer.

Chaperones

Parents of band students act as chaperones at band functions throughout the year. This provides parents an excellent opportunity to be directly involved in their son/daughter's experience in the band program. Chaperones have certain responsibilities as away-from-home-parents (Chaperone Guidelines will be distributed to all chaperones at the beginning of the year). Their involvement demonstrates a caring and willingness to actively support their child in his/her musical endeavors.

OFFICERS & LEADERSHIP POSITIONS

Officers of the band are selected annually. Only members who have displayed outstanding qualities of leadership, musicianship, and character will be considered for these positions. Applicants for offices must submit a written application to the director, who will make the final decision regarding all officer appointments. It should be noted that these positions are not about “having authority,” but instead, they are about **service** and they are about **the continued success and improvement of the band program**. If you submit a leadership application, you are not saying: “I want to be in charge!” You are saying: **“I want to help the program have success.”**

“Leaders are not in charge of people. They are in charge of goals.”

Drum Major:

- Leads leadership team, along with band captain
- Responsible for conducting all music situations with the band: On field and in the stands at any football game, pep rally, etc.
- Help to supervise leadership throughout all ensembles
- Help in sectionals where applicable
- Responsible for taking long ranger to rehearsal and games, and proper care of it

Band Captain:

- Leads leadership team, along with drum major
- Top student leader on the field after drum majors
- Help to supervise leadership throughout all ensembles
- Help in sectionals where applicable
- Assists director with inventory and organization of band room
- Helps to maintain a positive environment within the leadership team

Woodwind/Brass Captain:

- These students will typically hold another leadership position
- These leaders are expected to help supervise section leaders within their instrument family, and assist where needed.
- If section leaders have questions or issues that require help to be resolved, these leaders will be expected to step in and help.
- Assist in sectionals if needed, assist on field if needed.
- Assist secretary with attendance at the start of each rehearsal.

Section Leaders and Assistant Section

Leaders; Percussion Captain and Color

Guard Captain:

- These students exemplify high-level musicianship on their instrument, and high-level marching performance on the field. They are also great communicators, leaders, and teachers
- Leaders of the environment of their section: Section Leaders are expected to help create a positive atmosphere, a sense of inclusion, and safety in their section throughout the school year. *(Not just during marching band!)*
- Leaders of the musical performance of their section throughout the school year. This includes marching band *and* concert bands.
- Leaders of the marching performance of their section throughout the season.
- May call music sectionals and/or marching sectionals when necessary (with proper notice in advance). *This applies to concert bands as well!*
- First line of communication for any issues within the section, and willing to help work through these issues, including other leadership if applicable.

Secretary:

- Ensure that attendance is taken at all practices and performances
- Expected to distribute information to leadership team when requested
- Expected to distribute information to leadership team when requested
- Assist Band Captain with organizational tasks when needed
- Supervise and assist with property, uniform, and library through the year

Property Captain and Property Team:

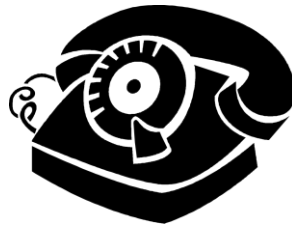
- Responsible for equipment being properly set up for rehearsal and performances (May include ice and water, yard line markers, interval sticks, etc.)
- Responsible for property being stored and put away properly
- Expected to help with loading of buses and equipment on trips

Library Captain and Library Team:

- Responsible for checking, copying, and helping to distribute all music
- Manage the organization of the music library
- Manage music distribution with marching, concert, jazz, and small ensembles.
- This position is truly an all-year-round position and requires dedicated time in the music library each week, in the both the fall and spring semesters

Uniform Captain and Uniform Team:

- Expected to work with parent volunteers on uniform upkeep and distribution
- Help to instruct all band members on proper care of their uniforms
- Expected to maintain the organization of the uniform room throughout the year
- Ensure all uniforms are correctly stored after each performance



COMMUNICATION & OFFICIAL POLICIES

In a large band program such as ours, there are many details and minor issues that must be dealt with on a daily basis. While the director may not always be immediately available for conference or questions, please do not ever hesitate to vocalize any concerns or questions that may arise.

Charms

The Lincoln Band utilizes a web-based computer program called Charms to keep our student information up-to-date and current. The information collected will include contact information, student account balances, instrument assignments, and other important information in one centralized database. Students are responsible for ensuring their contact and other personal information is kept current in Charms at all times by logging in with their Leon County Student ID at

<http://charms.trojanband.net/>. Students without access to the Internet at home may request Mr. Tenoré's assistance in updating their information from a computer at school.

Email Listserv

It is strongly recommended that parents and students alike register for the band's email listserv. This is so the director and band boosters can contact you with important news and information about the band and upcoming events. Visit <http://listserv.trojanband.net> to register for the email listserv. If you encounter technical problems with the listserv, please contact the band office. If you are receiving email from us but do not wish to be on the email distribution list, please let us know that as well, and we will have your address removed.

Emergency Communication

In the event that tropical weather or another emergency causes cancellations or changes to scheduled band events, it may not be possible to get the word out during the school day. Please make sure your home and cell phone numbers are updated correctly on Charms, as described above. Should inclement weather or other unforeseen circumstances cause a change in planned events, the following will occur:

1. Information will be posted on the home page of our website, and a mass email will be sent out on Charms.
2. If an extreme change is being made, such as the cancellation of a performance or event occurring later the same day, the band has the capability to send out a mass text message to students' and parents' cell phones, or automated message dispatch to call registered home phones. These means of communication will be only utilized in case of a time-sensitive change of events.
3. The band will always abide by announcements regarding cancellation or rescheduling of all Leon County Schools' activities as published at www.leon.k12.fl.us, and with local media outlets.

APPENDIX 1: Individual Practice

As with any activity, an individual gets back in direct proportion to what he/she puts into this program. Remember, our progress as a group will only be as rapid as your progress as an individual. The better you play, the better we play. The practice routine may seem boring, and it is very hard to make yourself play every day, but the benefits will be very apparent when we get back together.

Individual practice is necessary, and it should be viewed and encouraged with the same enthusiasm as is homework for other subjects. Please help your student understand the importance of organized practice time.

Suggested plan of study:

Pick a set time each day.

Have a set place to practice.

Spend a few minutes on TONE.

Play scales at every practice session.

Work on technique (i.e., tonguing, slurs, intervals, etc.).

Practice sight-reading (i.e., etudes, scale studies, etc.).

Work to increase your range (Play scales to your top note; then hold the note 8-16 counts. When that note becomes easy and sounds good, add a half-step to the top. Be patient... this takes time. You may increase one note in two weeks or you may increase several notes over summer).

Work to increase your dynamic range (practice soft and loud passages).

Work to increase your endurance (30 - 45 minutes continuously).

Remember to work on MUSICIANSHIP (try to be aware of the details).

Set specific goals for yourself. Be realistic, Start with: "I will practice ___ minutes every day."

Use a practice record to organize and track your progress.

You should strive to cover as many different areas as possible during a practice session. Play for 10 -15 minutes and stop for a break. DO NOT OVER-EXTEND YOUR EMBOUCHURE. A few quality minutes of proper practice is better than hours of unstructured playing or random noise. If you miss a day, or if you do not get to a particular aspect of playing during a session, try to make up the time during your next practice. Remember: Practice does not make perfect...PERFECT PRACTICE MAKES PERFECT!

APPENDIX 2: Private Lessons

Private lessons give the music student a chance to progress at an accelerated rate towards the mastery of his/her instrument. The private instructor is able to work with the student on an individual level, gearing the lessons to fit the specific needs of the performer. Students are able to hear the improvement in playing almost immediately, encouraging them not to "hide" or cover their areas of inexperience in the full ensemble setting by allowing stronger players to carry the weight of the section.

At Lincoln High School, the music program can benefit greatly from the utilization of the fine instructors who teach in the area. All students are encouraged to study privately. Past experiences show that these students achieve a greater level of musicianship, move to the top of our ensembles, and in most cases gain acceptance to more honor organizations as a result of the assistance of a specialist on their instrument.

The cost per lesson varies with the instructor, as does the location. Some teach at home, others at area music stores, and some at our neighboring colleges and universities. A list of private instructors will be provided through the band office as teacher schedules become available. Furthering your child's musicianship is well worth the time and effort of scheduling lessons.

Handbook Updates

This Membership Handbook is updated, republished, and distributed to students on the first day of school in their band classes. Any changes to policy as written within this handbook that will take place during the year will be distributed to all students and parents in writing. The interpretation and implementation of all policies defined here within are solely the right and responsibility of the band director or school administrator.

Leon County Schools Anti-Discrimination Policy

"No person shall on the basis of gender, marital status, sexual orientation, race, religion, national origin, age, or disability be denied employment, receipt of services, access to or participation in school activities or programs if qualified to receive such services, or otherwise be discriminated against or placed in a hostile environment in any educational program or activity including those receiving Federal financial assistance, except as provided by law."



Leon County School District – Tallahassee,
Florida Rocky Hanna, Superintendent

Lincoln High School Trojan Band 2019-2020 Fee Information

Marching Band student membership fee \$375.00 per school year

(Lowered from \$475.00 thanks to Superintendent Rocky Hanna and his generous allocation of money to the fine arts programs to offset costs!)

Make payable to Lincoln High School Band

(This fee does cover the numerous expenses we incur during the school year; Including uniform use and cleaning, music and equipment purchases, transportation for students as well as band equipment to and from football games, competitions etc., Pizza at football games, lunch on competition days.)

*****Early Bird Discount: 50 dollars off as an Early Payment Discount!***** *If all band fees are paid in full by the last day of band camp – August 9th, 2019 – then 50 dollars will be waived from your fees, making your total band fee \$325.00*

Below is a list of required items that new students must purchase. If you treat these items well, they are one-time purchases. Returning students only need to purchase replacement items as needed. Must be paid for by end of band camp.

Black Velocity Shoes	\$32.00 pair
Black Gloves Grip or Non Grip	\$3.00 pair
Green Sub Uniform T-Shirt	\$13.00 each
Black Sub Uniform Shorts	\$13.00 each
Black Game bag	\$5.00 each
Black Berets – Tubas only	\$12.00
Green Section Hoodie	\$28.00 each <i>(Many students get these, but they are optional.)</i>

Additional Color Guard fees for new students and/or replacement cost for returning students. Must be paid for by end of band camp.

New/Replacement Cost

Colorguard warm up Jacket	\$50.00 each
Colorguard warm up pants	\$33.00 each
Colorguard Green Hoodie	\$28.00 each
Sub Uniform Band T-shirt	\$13.00 each
Pom-poms	\$10.00 each
Color Guard Bag	\$28.00 each
Make up/Accessories	\$20.00 each

Color guard must also independently purchase Black Jazz pants and Sneakers. Please see Hecker for further information on where to purchase these items.

***** There are different fundraisers available for you and your student to participate in throughout the school year, these fundraisers are a great way to help pay your student membership fees.*****

Suggested fee payment schedule for Marching Band (for those not paying in full)

August 31, 2019	\$75.00	First day of Band camp \$75.00 for 2019-2020 school year, if you did not pay the \$75.00 deposit at the end of the 2017---18 school year
September 30, 2019	\$75.00	
October 31, 2019	\$75.00	
November 30, 2019	\$75.00	
December 31, 2019	\$50.00	
January 31, 2020	\$50.00	

If your student plans on returning to band the next school year, their account balance must be under \$250.00 by May 31, 2020

****Please note, any unpaid balances at the end of the current school year will be carried into the next year. If your student graduates with an unpaid balance they will not be able to receive their Cap and Gown or transcripts for attending college until all monies are paid, as well as not being able to officially graduate from Lincoln High School.**

All students in the Lincoln High School Band program that are in the Concert Band and Symphonic Band will also be in the Marching Band!

The only exceptions that will be made for this rule are conflicts with the following Lincoln High School Fall Sports: Varsity Football, Varsity Cheerleading, and Varsity Cross Country. All other activities will not be considered for this rule. Any questions may directed to Mr. Tenoré.

Please include with payment: **Students Name and purpose of payment**

Ex. Membership fees, Sub Uniform fees, Fundraiser monies, Student Trips.

1. Payments may be mailed to the school –

Lincoln High Band C/O Mr. Tenoré

P.O. Box 16163 Tallahassee,

Fl. 32317

2. Payments may be dropped off at LHS Main office

Addressed to Lincoln High Band C/O Mr. Tenoré

3. Payments may be sent in with your student and dropped in the Band room lock box outside of Mr. Tenorés office. If placed in lock box, please put Students Name on outside of envelope along with what payment is for. If paying with cash please also write this amount on outside of envelope.

If you would like to be able to keep check on your Students account, please fill out a Charms form and return it to Mr. Tenoré.

Lincoln High School Trojan Band Concert Uniform information 2018-2019

(Students must have full concert wear by September 30, 2019)

Please go online to the following website to order Concert Uniform pieces.

<http://www.bandshoes.com/> In the blue box on the left of the web page click on concert/formal wear to begin your online purchase.

Concert Items you will need to purchase

Black Tux Pants

White Tux Shirt

Black Bow tie

Black Cummerbund

Other Places to purchase certain concert items:

Hobby Lobby, Burlington & JC Penny's will carry the white tux shirt and black bow tie.

LINCOLN HIGH SCHOOL TROJAN BAND

Request for Excused Absence

To be used for absences outside of the regular school day

To be turned in at least 2 weeks in advance

NAME: _____

CLASS PERIOD: _____

REQUESTED ABSENCE FOR:

Rehearsal/Practice

Performance

(circle applicable)

DATES OF REQUESTED ABSENCE: _____

DATE OF SUBMISSION: _____

DETAILED REASON FOR ABSENCE (*"Family event" is not detailed! Requested Absences cannot be approved unless the nature of the absence is descriptive and defensible.*):

STUDENT SIGNATURE: _____

PARENT/GUARDIAN SIGNATURE: _____

MR. TENORÉ'S USE ONLY

APPROVED

DENIED

DATE RECEIVED: _____

MAKE UP WORK (*if applicable*): _____

Lincoln High School Band Program
Class Information Sheet
2019 – 2020

Mr. Tenoré
TenoreM@leonschools.net

Band Room Rules

1. Respect
2. Attendance/Participation
3. Tolerance

Start Procedure

- When you enter the band room doors, you will enter silently.
- Set up your chair, stand, instrument, etc. Do so quietly. Do not talk or play your instrument yet.
- There will be a recording playing for your musical enjoyment *and* improvement.
- When the recording is done, we may discuss it briefly.
- You will then have a minute of individual warm up, after which we will start as a group.

End Procedure

- Every student is responsible for putting everything away properly. (Chairs, stands, equipment, etc.)

Student Expectations

- Being prepared (notes/rhythms) is your responsibility. Practice is for you, rehearsal is about us.
- You are expected to have a pencil (and use it!) at every class and rehearsal.
- Maintaining proper instrument care is your responsibility. This includes reeds and accessories.

Grades

Grades will be determined through daily participation, after-school rehearsal and concert attendance, and performances of select scales or passages of music. For after-school rehearsals and performances, see the grading policy outlined in the band handbook.

Mr. Tenoré's Office Hours

Mr. Tenoré will have office hours posted on his door. Any questions that cannot be answered by your peers can be directed to Mr. Tenoré during the designated office hour times.

Band Room "Quiet Times"

Every day beginning at 3:00pm, the band room will be a quiet space. If you would like to schedule a small ensemble rehearsal, ask Mr. Tenoré. On marching band rehearsal days, you may play again at 5:00pm. (Quiet times do not apply to the practice rooms.)

RETURN THIS FORM TO MR. TENORÉ, SIGNED BY BOTH PARTIES, BY THURSDAY, AUGUST 15TH

I, _____, have read the policies and procedures described in the LHS
(CLEARLY PRINTED student name)

band program class information sheet. I understand that the band handbook outlines other rules and regulations in more detail and I have read through the handbook. As a student member of the Lincoln Band, I agree to obey and cooperate with these band program rules. I also understand that the 2019-2020 band program calendar displays information of public performances required by members of this ensemble. I will share the course information with my parent/guardian(s) and keep it in a place where I can access it when necessary.

(student signature/band class)

(date)

(parent/guardian signature)

(date)

I, _____, acknowledge the grading policies on page 7 and understand the
(CLEARLY PRINTED student name)

importance of my attendance both during the school day and, especially, during outside-of-class rehearsal times. I recognize the severity of the impact I will have on the band's performance should I be absent from rehearsals and/or performances. I understand that poor attendance/participation at all rehearsals and performance will be reflected in my grade, as band is deemed a co-curricular activity by the Leon County School District. I recognize that, should I fail to submit a Request for Excused Absence Form (located on the website and in the band room) within the two week window, my absence will be unexcused unless it is an unexpected and unplanned event or emergency.

(student signature/band class)

(date)

(parent/guardian signature)

(date)