

Greetings!

On behalf of the Bartlesville Schools Instrumental Music Staff, I would like to welcome and congratulate you on your decision to become a member of the 2011-2012 Bruin Brigade! Our Instrumental Music Program has a history of experiencing much success and bringing acclaim to our community. Our band and orchestra has traveled all over the country and Europe participating in prestigious competitions and performances. Former students have gone on to be successful in a variety of professions. The discipline and work ethic they gained in our organization is constantly discussed as one of the most important ingredients to success learned while at Bartlesville High School.

The following guidelines have been developed to foster a sense of dedication and responsibility in each student, qualities that are essential to the success of any music student. If you do not see an answer to a question you may have, please feel free to check our website ([www.bruinbrigade.org](http://www.bruinbrigade.org)) and/or contact the band staff by telephone or e-mail. Please read, then sign and return the signature page for these guidelines in addition to the separate activities travel, medical release forms, and drug testing release forms that will be provided.

Sincerely,

Alex Claussen  
HS Band Director  
Instrumental Music Supervisor

## **Bruin Brigade Mission Statement**

“Our purpose is to create a fun, high-quality musical experience that promotes disciplined, individual and group growth through camaraderie and the pursuit of excellence.”

--Bruin Brigade Leadership Team 2010-11

## **BARTLESVILLE HIGH SCHOOL BAND GUIDELINES**

### **I. ATTENDANCE**

- 1) Attendance at rehearsals and performances is necessary for the success of our band program. Students on academic probation are expected to participate in the band rehearsals and performances.

- 2) Always be in your seat, instrument out, ready to play ten minutes prior to an extra-curricular rehearsal or performance warm-up time.
- 3) If you have to miss an extra rehearsal or performance for any reason, **please call** the Band office (MH- 333-4330, HS- 336-3311 ext. 5083) before the rehearsal, performance, or time of departure. When possible, please remember “In advance and in writing”. In case of an emergency when an event is scheduled at the FAC, you may contact Ricky Newkirk at 337-6242.
- 4) As the work you miss in band is difficult to make up, please schedule all routine dentist and doctor appointments around band rehearsals.
- 5) During marching season, our rehearsals will begin daily at 7:00 a.m. In addition, the Band will have an extra evening rehearsal each week. Typically, this rehearsal will be on Thursday evenings. The Color Guard, Percussion or even entire band may have additional rehearsals outside the regular school day as scheduled by the band staff. If it becomes necessary to schedule an additional rehearsal not already listed in our calendar, every attempt will be made to give you plenty of notice.
- 6) Attendance of sectionals is required in order to be enrolled in band. If you have a transportation problem, please inform us so that we may help you. Please note that during concert band season, sectionals are usually before school. Though we try not to require students to report to Band at 7:00 a.m. the entire year, many early morning and evening commitments are required to be enrolled in Band.
- 7) All detentions must be scheduled during lunch or after school; not before school so as to not conflict with scheduled rehearsals. If assigned detention or any other appointment by a teacher or principal, it is up to you to inform them of your responsibility to your band. If a direct conflict occurs, you must inform the Band Staff immediately of your situation.
- 8) Any absence prior to a performance; be it due to illness or any other reason, could result in the loss of your place in the performing band for that particular performance depending on the closeness of the event.
- 9) Any avoidable absence from a performance (including in-school performances) can result in dismissal from the band program. An avoidable absence may be defined as: An absence not excused by the director prior to the event.
- 10) Though the band staff will try to work through any conflicts that may arise, everyone must commit to our schedule. We must all be willing to put the needs of the group ahead of our own personal needs. It’s not how much you “get”, it’s how much you “give”!

## **II. UNIFORMS**

It should be considered the highest honor to be allowed to wear the uniform of your organization. While in uniform, you are easily identified as a member of the Bartlesville H.S. Band. Your behavior is identified with our school and community. Therefore, your behavior and attitude should always be exemplary. No exceptions.

- 1) Uniforms will only be checked out for performances and will be checked back in immediately following the performance or the group’s return home. All students and parents must sign a uniform check out form and agree to the policies stated before a student may wear our uniform!
- 2) Neglect or abuse of the uniform will not be tolerated.
- 3) Students will need to furnish the following items to be worn with the marching uniform:
  - a) **Plain** white shirt or under-armor & shorts.
  - b) Black Socks (*not blue or any other color- please plan ahead!*)

- c) Black MTX Marching Shoes
  - d) At least 2 pair of black gloves and white gloves. (Your band fees will cover the cost of your first pair of each color. Additional pairs cost \$5 each.)
- 4) Warm Weather/Casual Uniforms consist of:
- a) HS Band Polo Shirt
  - b) Black Dress Slacks-**NO JEANS!**
  - c) Black Socks
  - d) Black MTX Marching Shoes
- 5) The Color Guard show costume will change each year to fit the show that we perform. Each member of the Color Guard is expected to purchase the complete costume through personal funds or fundraisers by the due date.
- 6) The Concert Uniform will be “Concert Black” and must be provided by the student:
- a) Plain, BLACK, button up collared shirt (girls may be allowed exceptions to this but must check well in advance)
  - b) Black slacks (**no denim**)
  - c) Black socks/hose
  - d) Black dress shoes or the MTX marching shoe/ if wearing women’s shoes: no heels or very low heels only and should be closed-toe
  - e) Hair will not be required to be pinned; however, as stated below, conservative appearance will be required.
- 7) Uniforms are to be worn only at band performances by band members. Wear the whole uniform or none of it. Also no decorations or ornaments (medals, stickers, etc.) are to be worn on the uniform.
- 8) When traveling, the student must provide a hanger for the uniform when not wearing it. It should be hung on the hanger properly when not being worn. After a performance, the uniform is usually soaked with perspiration. The coat and trousers should be left to dry naturally. DO NOT HANG the entire uniform together or cover it with a uniform bag while still damp or wet if at all possible.
- 9) Anytime a student is representing the band, conservative appearance will be required. This includes but is not limited to jewelry, hair styles/ colors and body piercings. In order to prevent hair from touching your collar, it should be pinned up. No jewelry or accessories should be worn with the uniform including wrist watches or earrings other than studs and caps. No other visible piercings will be allowed while in uniform. Students will not be allowed to have their hair colored or styled inappropriately nor is face paint acceptable. We will show our school spirit through our actions and uniform. It is imperative that all students follow these guidelines; if you have any questions, please contact a band staff member well in advance.

### **III. INDEPENDENT STUDY**

- 1) Independent Study is provided only as a last resort to those individuals who do not attend rehearsals or performances, or who are such a discipline problem that an alternative to performing band must be found.
- 2) Independent Study is a total written and/or computer based program, concentrating on the fundamentals of music theory and history.

### **IV. SCHOOL OWNED INSTRUMENTS**

Bartlesville Public Schools has a limited number of instruments that are available to students.

- 1) When a school instrument is loaned to a student, the parent and student must sign an Instrumental Agreement Form insuring that the instrument is properly cared for and will be returned to the school at the request of the director.
- 2) Any repair resulting from damages due to irresponsibility, misuse, or neglect will be the responsibility of the student and his/her parent or guardian. Each student will be issued an instrument in good working order if possible. If it is not, bring it to your director's attention immediately. The most common issue students are charged to correct are stuck slides and/or valves from neglect. Be sure to keep your instrument in proper working order for our success and your pocketbook! **Abuse of a school owned instrument will not be tolerated.**

## **V. GRADING**

- 1) Grading will be based on playing requirements, preparedness, attendance, and some written work.
- 2) Make up work is the responsibility of the student.
- 3) Students will be asked to "pass off" tunes from memory during marching season. These will be played live for a staff member or approved student leader.
- 4) Students will be asked to turn in weekly playing "homework" assignments during concert band season. These assignments will be recorded at home and submitted via email. Other mediums may be approved by your band director.
- 5) Students must maintain a passing grade in band for continued enrollment in the class.
- 6) Attitude and conduct will not be used as criteria for grading. Students are expected to maintain high standards in these areas to participate in the Bartlesville Band Program.

## **VI. ALL-DISTRICT/ ALL-STATE/ SOLO-ENSEMBLE**

- 1) Entry cards for All-District and All-State will be made available to the students early in the school year. Entry cards for Solo-Ensemble will be made available in December. If you are interested in participating, you must turn in your signed card by the assigned date along with the applicable fees required.
- 2) Because of the difficulty of the tryout material and the limited amount of time to help students auditioning, a preliminary audition may be held to determine if a student possesses the musical ability and has done the necessary preparation to audition for the All-District or All-State Band. Please do not ask to audition if you cannot attend after-school extra-help sessions.
- 3) Though Solo-Ensemble events are not required for 9-12<sup>th</sup> grade band students, they are strongly encouraged. In addition to the opportunities for strengthening friendships with peers, many important musical skills can be learned and refined in a chamber music setting. Many of our students who participate in Solo-Ensemble opportunities grow exponentially as musicians.

- 4) The band staff will pick or approve all solo/ensemble music. All solos must be memorized for consideration for state competition.
- 5) Students must pay the entry fee by the due date unless other arrangements have been made with a band staff member.
- 6) Students who use piano accompaniment must hire and agree to pay an approved accompanist. If you are unsure if an accompanist is approved, ask the band staff. **Do not wait to do this!**
- 7) There may be an evening solo/ensemble recital before the district solo/ensemble contest in order for family members and friends to hear our young musicians and to give the students an opportunity to work out their “pre-contest jitters”. If scheduled, this event will be required for anyone planning to attend the district solo/ensemble contest.
- 8) All-District, All-State, and Solo/Ensemble events are strictly voluntary; however, they are counted as performances. **If you sign up, attendance policies will be in effect.** No backing out at the last minute. **Be prepared. YOU ENTER, YOU PLAY.**

## **VII. PRIVATE LESSONS**

While private lessons are not required, they are *strongly* encouraged. Private lessons are not only helpful to students who are struggling but are very beneficial to the more advanced students who might have goals toward All-District Band, All-State Band, Solo Competition, and/or College Scholarships. Depending on the teacher, private lessons are normally either offered during your child’s band class or after school. Shortly after the year begins, a list of approved teachers will be made available. Please consult with the Band Staff before starting lessons with anyone not already approved.

## **VIII. ELIGIBILITY**

- 1) In accordance with OSSAA and Bartlesville Public Schools’ policy, students must maintain a 60% in all classes in order to be eligible to participate in any extra-curricular activity. The Bartlesville High School Band will in every way adhere to these policies.
- 2) If a student begins to show a pattern of eligibility problems, or if a student’s previous semester’s grades cause him/her to be 6 weeks ineligible, he/she may be removed from band for a period of no less than one semester. If during this time, grades have risen to an acceptable level, the student may be re-evaluated for possible re-admission into the band.
- 3) As stated in section V, a student must maintain a passing grade in band to remain in the class. If a student fails band for a semester, he/she will be not be allowed to re-enroll in band the following semester.

## **IX. TRANSPORTATION POLICIES**

- 1) All students will ride the bus to band activities.
- 2) A student may be released to ride home with his/her own family only if a note signed by the parent has been turned in at least 24 hours prior to our departure.
- 3) While riding the bus, the following rules are in effect:
  - a) No screaming, loud talking, or other disruptive sounds will be tolerated.
  - b) You are expected to sit facing forward for the duration of the trip. Please do not stick or throw anything out of the window at any time.

- c) MP3 players and video games will be allowed with headphones. If you choose to take one, you are responsible for any damage or loss.
- d) Before loading the buses, all students will meet in the designated area first for announcements and when dismissed will be expected to load in an orderly fashion.
- e) Drum Sticks and mallets should always be packed with the equipment and **not** carried onto the bus.
- f) Promiscuous behavior and the public display of affection will not be tolerated.
- g) Directors, Sponsors, and Drivers have the right to change your seating at any time. If we have repeated problems, we will go to assigned seating.

## **X. GENERAL POLICIES**

- 1) Every rule has an occasional exception.
- 2) Only a band staff member okays that exception.
- 3) Every student will be given space to store his/her instrument and other necessary supplies- please do not allow this to become a general storage area for your other belongings. Do not leave anything out in the rehearsal hall, hallway, or practice rooms.
- 4) Never let unauthorized people play or hold your instrument.
- 5) Band is a **Full-Year Course**. All students are expected to enroll in and complete both semesters for the school year. Only approved non-instrument playing color guard members are allowed to not enroll in both semesters. Any other exceptions to this would have to be approved by Mr. Claussen.
- 6) Do not use band as an excuse to get behind in your class work. Remember, bad grades can make you ineligible.
- 7) There will be no gum chewing, candy eating, food or drinks in the rehearsal areas **at any time**.
- 8) No horsing around, screeching on instruments, or non-band or non-orchestra students in the rehearsal hall at any time.
- 9) Use or possession of tobacco, alcohol, or drugs is prohibited during all band trips and functions, and may result in dismissal from the band program. Our school district requires all students enrolled in an activity to participate in random drug testing.
- 10) These policies are general in nature. Use your own good common sense to govern your behavior. Remember, you represent our band and our school.

## **XI. LETTERING IN BAND/COLORGUARD**

A student can letter in Band by completing one full year of enrollment in Band without any unexcused absences or serious disciplinary problems. If a student is suspended from school for any reason, he/she will be ineligible to letter in Band or Color Guard for that school year.

A student can letter in Color Guard by being a member of the color guard for one full season of marching band and Winter Guard without any unexcused absences or serious disciplinary problems.

**\*\*Excessive school absences and/or not being allowed to participate in performances for any reason can prevent you from being eligible to letter in Band or Color Guard.**

## **XII. WIND SYMPHONY/ SYMPHONIC BAND**

The HS Wind Symphony is the top concert ensemble offered by the Bartlesville Band Program. Personnel for this group are typically chosen from the top 11<sup>th</sup>-12<sup>th</sup> grade band students through audition. In addition to musical ability, students will be chosen on the basis of eligibility, work ethic, and dependability. If the need arises, the band staff may offer additional individuals the opportunity to perform with this group. Students in the Wind Symphony will be expected to participate in private lessons and all extra-curricular band events including All District/ All State, Solo & Ensemble Competition, and summer Band Camps.

The Mid-High Symphonic Band personnel will include all 9-10<sup>th</sup> grade Band students who do not play in the Wind Symphony. All students in the Symphonic Band will be expected to maintain passing grades at all times in order to participate. Students are encouraged to participate in private lessons and all extra-curricular band events including All District/ All State, Solo & Ensemble Competition, and summer Band Camps.

In addition to concerts, both groups will participate in the OSSAA State Concert Band and Sight-Reading contest in the spring. Our concert groups may participate in additional performance opportunities and all members will be expected to participate in those events and all rehearsals scheduled. The two groups will combine occasionally for special performances including our annual high school commencement ceremony.

**\*\*Special Note Regarding Concert Band for 2011-2012-** The current structure is still being evaluated and may be altered with the intention of offering the best musical experience for the greatest number of students. Please be flexible as we look into this and possibly make some changes. You will be notified well in advance if any changes are made.

## **XIII. OUT-OF-STATE TRAVEL**

Typically, our Band travels out of state each spring. In addition to traveling all over the United States, our Band has traveled to Europe several times. In order to allow everyone the opportunity to raise enough money for these trips, many fundraisers are offered by our Booster Club (BBOB). When earning money for trips, the BBOB utilizes a point system in which each point equals \$1. (500 points=\$500) For more information about this system and fundraising opportunities, please consult the BBOB Handbook handed out at the August Band Parent meeting. A copy is also available online at [www.bruinbrigade.org](http://www.bruinbrigade.org). We try to go on a rotation so that each 9-12<sup>th</sup> grade student participating in Band will get an opportunity to

travel to 2 regional locations such as Chicago, St. Louis, San Antonio, Kansas City, etc. as well as larger trips every two years including international trips. A typical 4 year rotation might be: regional trip, larger trip (such as Disney World), regional trip, international trip.

Though the rotation outlined above is typical, there may be occasions when the band has special opportunities or invitations to participate in events that do not fit into our normal routine. When these do come up, the Band Staff will determine if this opportunity will replace or be in addition to the normal spring trip. Missed instruction time and financial burden will be considered when making these decisions.

#### **XIV. BARTLESVILLE BAND & ORCHESTRA BOOSTER CLUB**

The BBOB is a volunteer organization made up of instrumental music parents and interested citizens. The purpose of the organization is to offer encouragement and monetary support to the instrumental music programs offered within the Bartlesville Public School system. In addition to these activities, members also assist those groups who make trips to contests and festivals by providing equipment transport and chaperones. Currently, meetings are at 7pm on the second Monday of every month at the Mid-High Band and Orchestra room. The organization is open to ALL interested citizens, not just Instrumental Music parents. All parents are encouraged to take part in this organization- **WE NEED YOU!!** 😊 If you have any questions, feel free to call.

**I HAVE READ AND I UNDERSTAND THE BHS BAND GUIDELINES.**

**STUDENT NAME & GRADE** \_\_\_\_\_  
*Please Print Legibly*

**STUDENT SIGNATURE** \_\_\_\_\_

**PARENT SIGNATURE** \_\_\_\_\_

**DATE** \_\_\_\_\_

***Please complete, sign and return this page by the  
required date given. (This will be one of your 1<sup>st</sup> grades  
recorded in the gradebook!)***