

Granada High School Music Department Student and Parent Handbook

Welcome to the Granada High School Band! You are entering a music program with a rich and varied tradition... a program with a tremendous reputation for excellence and success. It's an exciting opportunity to continue to build and refine your skills. You will learn new ideas and concepts about music, and everything you've learned up to now will get put to use in a big way! We welcome parents of both new and returning students to our organization. We hope that your experience will be an exciting part of your high school activities.

The purpose of this handbook is to provide information regarding the Granada Band and Color Guard. We ask that you visit the website: granadamusic.net often and keep this reference handy. You can use it to answer the many questions that will come up as the year progresses.

2011-2012 Music Parents Board *Please visit granadamusic.net for contact information*

President-	Pam Honas
Vice Presidents-	Open
Secretary-	Open
Treasurer-	Ron Ravano
Uniforms-	Ginny George
Volunteer Coordinator	Open
Supporters Liason-	Anita Martin
Web Master-	Joe Funderburk
Music Director-	Thomas Jones

Instructional Staff

Thomas Jones	Music Director	Livermore USD
Randy Watson	Jazz Ensemble Director	Livermore USD
Kathleen Jones	Drum Majors Instructor, Technical Consultant	Livermore USD
Jhay Delos Reyes	Color Guard Instructor	Tracy
Ralph Patterson	Percussion Instructor	LLNL

The Granada High School Band includes all students enrolled in Band and Colorguard. The Music Director is responsible for the overall program, as well as the musical training of all players. Several specialty instructors who focus on more specific musical and visual aspects of the program assist the Music Director. Jazz Ensemble students under the direction of Mr. Watson are bound by Mr. Watson's policies and grading guidelines.

NOTE: This handbook is only intended to offer helpful information about The Granada High School Band Program. All rules and policies contained herein are consistent with the Livermore Valley Unified School District Policies and Procedures and are intended only to provide pertinent information to students and parents. Enforcement of district policies and rules is the sole responsibility of school and district employees.

1. The Schedule 2011-2012

Band and Orchestra will meet 5 times a week (70 min.) during periods 1 and 2. Members of the Music Program are also asked to attend occasional evening rehearsals, which are generally shown on the activity calendar. These rehearsals are most often on Tuesday or Wednesday evenings and at least one-week notice will be given if a rehearsal is called. These rehearsals are called to refine the level of performance as needed and will be considered 'required rehearsals'.

DRUMLINE STUDENTS WILL BE ASKED TO BEGIN REHEARSAL AT 7:30AM on selected days as requested by Mr. Patterson. All other Band students: Period '1' meets daily from 8:00 to 9:10am. Students are asked to be in the room when the 'tardy' bell rings (8:00), and are then given 3 minutes to assemble and/or prepare their instruments, make sure they have a chair and stand, and be seated. See the grading policy for details. Students should plan to arrive early if they wish to converse with friends before class.

Orchestra Period 2 begins at 9:25 sharp. Students are required to be in the room by 9:20am for daily announcements. Students should prepare for rehearsal while announcements are in progress. There are PA speakers in all instrument storage areas and students can listen to announcements as they get their instruments and prepare for rehearsal. Students not seated and prepared to play by 9:25 will be marked tardy.

The Music Program at GHS is a performance-based curriculum. The performance is an important means of student assessment and evaluation of student progress. In addition, every person in the program is critical to the success of each and all performances. Every student is important. Because of this, the key to a grade of 'outstanding achievement' or 'A' is participation in all performances. All performances are mandatory and everyone's involvement is crucial. Any exception must be discussed with the music director, subject to the grading policy in this handbook.

1a. Program Expectations

Jazz Band and Orchestra Winds are offered as performance enrichment opportunities. These curriculums are style specific and do not cover the requirements of a fundamental music education as defined in the Ca State Framework. All woodwind, brass and percussion students interested in enrolling in Jazz Band or Orchestra Winds should only audition for those ensembles with the instructor's consent.

All members of the **Band and Color Guard** are expected to participate in school activities including football games and pep rallies. Our main objective is to support our school.

All members of the **Band and Color Guard** are expected to participate in band reviews and selected parades. Band Reviews provide an opportunity for our Band to match skills with other bands from all over California in a competitive parade setting. These reviews are fun trips and are often all day events. Other parade performances are non-competitive and include our own Livermore Rodeo Parade and the annual Downtown Holiday Parade. It is a prerequisite upon enrollment that students understand the Livermore Rodeo Parade Performance is a required performance that happens on the second Saturday of June, which is (always) the day after graduation.

All members of the Band and Orchestra (and occasionally Color Guard) are expected to participate in concert performances including the winter and spring concerts, the LVEF concert, selected festival performances and the graduation performance (band). Occasional community concerts may also be included. Students are also offered the opportunity to participate in solo and ensemble performances.

All members of the **Color Guard and Drum line, as well as Pit Members**, by audition, are expected to participate in all winterguard activities. These are indoor competitive performances highlighting the unique talents of these groups. Special routines and music are created for these activities. (These are graded events for those students who are involved).

The 2011-2012 Band Activity Calendar will be available online at granadamusic.net after August 16th, 2011. We can produce a hard copy if requested.

The Calendar is put together early in the year to allow for plenty of “plan ahead” time for students and their families. Please check the calendar carefully and mark dates early to avoid conflicts. Dates are subject to change due to unforeseen circumstances. No less than 2 weeks notice will be given for any calendar changes (except night rehearsals, when called). Finally, once again, PLEASE NOTE THAT THE GRADUATION PERFORMANCE AND THE RODEO PARADE ARE CONSIDERED PRE-REQUISITES OF THE COURSE AND ARE MANDATORY ACTIVITIES. PARTICIPATION IN THESE ACTIVITIES, EVEN THOUGH THEY OCCUR AFTER THE LAST DAY OF REGULAR CLASSES, WILL HAVE BEARING ON A STUDENTS FINAL GRADE.

2. The Role of Parents in Music Education

Music is an art. However, musicians are not fully able to enjoy the artistic and creative characteristics of music until they have mastered the physical skills involved in playing musical instruments. At our level, music is often compared to athletics because we spend much of our time as a group (the team) developing fundamentals and physical skills needed to reach the goal of performance (the game). The better a student masters the physical skills, the sooner the student can enjoy the emotional and aesthetic side of music. Some things to think about...

The Parent should:

- Encourage your student to master the physical skills needed to play an instrument. Expect them to practice on a regular basis, just as they would do math homework when their teacher gives them an assignment.
- Please make sure your student owns a portable or folding music stand for use at home...
- Give them a quiet space, free from distraction, where they can sit comfortably and correctly, and practice their skills for at least 15 minutes at a time. Short periods of correct practice are more effective than longer periods of un-productive practice. Let them take a break after 15 minutes. They may want to practice more than 15 minutes, and they can go back after a short break. I do encourage frequent breaks when practicing to avoid physical stress and boredom.
- Each student may have a workbook (which would be checked out in class) designed to build technique. Have them spend their first few minutes on scales, etudes and exercises. These are not as much fun as working on their pieces, but it will improve their physical skills so that working on their pieces becomes easier!
- Regular practice also teaches a student self discipline, working towards a goal, and patience. You will be amazed at how fast you hear a change in your student’s progress! Most of all, be patient and supportive!

3. Expectations for Parents

1. Be supportive of your student. Encourage daily practice and show an interest in their assignments and activities.
2. Stay informed of program objectives, schedule, and your student's progress. If you have any concerns, contact the music director.
3. Attend booster meetings and volunteer to help whenever you can. The greater the parental participation, the more successful the program will be. The rewards are worth your investment of time.
4. Read the handbook to clearly understand the program and how it works, including student expectations and requirements, especially helping your student to plan to be available for all performances.
5. Attend performances whenever possible. Students enjoy performing for their families and friends, (I don't care what they may have told you...they do!), which helps motivate them to their top potential.
6. Performing in any music group can provide a tremendous source of pride and accomplishment, and it promotes teamwork. Encourage your student to fully participate.
7. Provide financial support to the Granada Music Parents Organization or the Livermore School District Music Program by making a donation to the Livermore Valley Education Foundation whenever possible.

4. The Granada Music Parents Organization

The Granada Music Parents is an organization of parent volunteers, created by parents as a non-profit group, dedicated to the support of all band, color guard, orchestra and jazz students at Granada High School. Although the organization operates specifically for the support of the Granada Instrumental Music Program, the group chooses to affiliate itself directly with Granada High School and the Livermore Valley Joint Unified School District and therefore is bound by all rules and policies set forth regarding 'parent volunteers'.

The Music Parents Organization is governed by an elected board of five officers and the Music Director, plus committee chairpersons who serve at the discretion of the board and the Music Director. General membership meetings are held monthly and are open to all music parents. Board meetings are held as needed and are called by the President or the Music Director. A schedule of general membership meetings is included on the activities calendar.

The Music Parents Organization's primary function is to raise additional funds for the operation of the Granada Music Program. The School District, although very supportive, is unable to supply all of the needed funds for transportation and maintenance of the program including instrument inventory, uniforms and equipment. Music Parents also coordinate transportation of students and equipment to performances, assist in the care and maintenance of uniforms and equipment, provide an informational website, and support the logistics of all activities of the band, color guard, jazz band and orchestra.

All parents of, and volunteers on behalf of, Granada band and orchestra students are members of the Granada Music Parents Organization. A level of involvement is needed by all members for the group to meet its goals. Our intention is not to disrupt the busy schedules of families and their students, however, we do ask that all members get involved in some activities throughout the school year. Most of all, we ask that all members support their students in their music experience.

4a. Officers

President -The Music Parents President presides over general and board meetings, represents the Music Parents to the Granada High School Administration, and delegates these responsibilities when appropriate. The President coordinates the work of the Music Parents Organization, its committees and subcommittees.

Vice-President -The Vice President serves in the absence of the President for any of the above duties. Also, serves as the Chairman of appropriate subcommittees and otherwise assists the President in the performance of the above duties.

Secretary -The Secretary records minutes of all meetings and publishes them prior to the next meeting. The secretary is responsible for correspondence as requested by the Board. The Secretary maintains a current list of all enrolled members and is responsible for notifying members of meetings when needed. The Secretary maintains the Board files.

Treasurer -The Treasurer, in conjunction with the Booster President and the Band Director is responsible for the proper budgeting and reporting of expenditures and income, maintains the music parents bank account and balances the bank statement monthly. The Treasurer makes a written report for each meeting regarding the status of the treasury as well as anticipated expenditures or income.

4b. Chairman/Committees

Webmaster -The webmaster is responsible for posting current and accurate information about the Granada Music Program as submitted by the Board or the Music Director.

Head Chaperone aka Volunteer Coordinator -The Head Chaperone solicits volunteers to chaperone for specific events and activities and assures that all chaperones are aware of policies and guidelines governing itinerary and student behavior.

Uniform Chairman -The Uniform Chairman is responsible for the care and upkeep of all band and orchestra uniforms, accessories and related equipment. The Uniform Chairman solicits volunteers to assist in the initial fitting and sizing of uniforms, shoes and accessories for all members including any needed alterations and cleaning, and shall maintain the inventory throughout the school year. The Uniform Chairman assures that all uniforms and related equipment are ready for performances.

Publicity Chairman - Is responsible for all contacts with local media regarding the publicizing of upcoming events including performances and fund-raisers. Makes signs and fliers to publicize upcoming band or orchestra activities.

Other Chairman/Committees needed each year...

Band Camp -This committee assists in the planning and logistics of any special band camp activities. i.e. the welcome back BBQ at a determined location

Student Appreciation -This committee provides water, refreshments, treats, lunch etc. to students after performances as requested by the board or the band director.

Band Shirts, Jackets etc. -This person coordinates the bulk purchase of Matador Band clothing other than uniforms, including the collection and disposition of money.

Concert Raffle -This committee solicits volunteers to create afghans, quilts etc. or solicits items suitable for raffle and conduct a raffle at the fall and spring concerts for the purpose of raising funds.

Equipment/Truck Driver-This person is responsible for securing the rental truck for use on all trips including winterguard, band reviews and concert tours. This includes rental pick-up before an activity and rental return after an activity. Coordinates volunteers for the loading and unloading, pick-up and return of the equipment truck for band reviews, winterguard shows and other field trips when the truck is needed.

If you are interested in any of the listed activities, or have any question at all... please feel free to call the Director or the Booster President.

5. Information for Parents who would like to Chaperone Trips

Any parent or *immediate* family member over the age of 23 is welcome to be a chaperone on a field trip. Chaperones may receive transportation. There is a fee involved for overnight trips.

All chaperones must sign a District Volunteer Form and agree to a background check. In addition, all chaperones must keep a current LVUSD driver insurance form on file. There may be some additional forms required by the School District in any given year.

There is a limit to the number of chaperones we can use on any given trip. Parents who are interested in chaperoning should fill out a Music Parents Volunteer form available from any Board Member or at the Band web site. Simply indicate the trips/activities they would like to attend and return the form to any Board Member.

All volunteers wishing to chaperone may be asked to sign an affidavit indicating that they will accept all responsibilities associated with providing for the safety and well being of students on the field trip.

5a General Responsibilities

- 1) To be with the students and to assist in providing for their safety and well being.
- 2) To enforce the Procedures and Guidelines, as outlined in this handbook.
- 3) To answer questions and/or offer assistance to students to help make the trip safe and fun for all.
- 4) To assist the Director with the logistical aspects of the trip including equipment, schedules and supervision.
- 5) To have a great time.

5b Information for Drivers (when needed):

Occasionally we may ask students parents with vans, SUV's or other HOV vehicles to drive students to and from Department related activities. When possible we can use the school district vans, however only school district employees are authorized to drive these vans. Other drivers transporting students on a field trip must have proper insurance coverage as outlined by the School District Policies. Required forms are available and must be submitted and approved before transporting students.

The most difficult part of the trip is keeping track of everyone while traveling in separate vehicles. We ask that you please follow some simple guidelines when traveling.

1. So that we can avoid worry, confusion and general disorganization, we ask that you please stay together and follow common agreed-upon routes. Please avoid unscheduled meal stops, visits, shopping etc., that may cause you to be late for arrivals, check-ins, meeting places etc.
2. When leaving any location...please check with the director or a designated person so the rest of the group knows you are leaving.

3. Before we return, please let the music director know if you are taking students to school, or dropping them off at home, so he knows if he has to wait at school until everyone arrives.
4. PLEASE DO NOT ALLOW STUDENTS TO CHANGE VEHICLES MID-TRIP. Always check to make sure you have the same students going and coming...and please NEVER LEAVE A STUDENT UNATTENDED.

5c Questions Most Commonly Asked By Chaperones

- 1) *How much authority do I have?* You have the same authority as the Director. Students will be told to respond to chaperones as they would the Director. However, let me be the bad guy. If a serious problem occurs, try to hold the student until I can be located.
- 2) *Am I allowed to make decisions regarding interpretation of the itinerary?* PLEASE, NO. The trip itinerary is designed to provide structure and organization. The itinerary will not please everyone. It's like crowd control at Disneyland: If you want to go on the ride you have to get in line and stay inside the ropes! It may not make everyone happy, but it does get everyone on the ride in a safe and organized manner.

Although certain aspects of the itinerary such as meeting times and places may not seem to fit a circumstance, it is important to be consistent. Please remember, a decision affecting one, affects all. The most common words you will hear are: "But you let so and so do it!"

Here is an example of a common problem that can occur when a student is late to a meeting place. Sometimes a chaperone will send a student to look for another.... The director does not realize this; the first student shows up while the other student is still searching and the rest is obvious... The best solution is to seek out the Director and let's decide together. It may be the right decision, but everyone must be informed.

IN THE CASE OF A MEDICAL EMERGENCY, use common sense and make the decision. I will accept whatever it may be. Medical forms on all students will be with the director or an assigned chaperone at all times. You must locate a student's medical form before treatment...(unless it is a life threatening injury).

- 3) *What about issues that may come that are not covered in the trip guidelines?*
Seek out the Director and ask.

For Overnight Trips

- 4) *How late do we have to stay up at night?* Heh heh... As long as it take to get everyone down and asleep after lights out. Most of the time only one or two room checks are needed. But often we must stay out for at least an hour, sometimes more, to make sure they are really down for the night. We will take shifts to offset anyone losing too much sleep.

6. Band Council: There is a student leadership component to the Granada Band that is responsible for certain special projects and activities. This group also reports to the Director with feedback and suggestions dealing with fundraising, travel, planning, scheduling and student volunteers for specified projects.

The Music/Band Council will consist of no more than 13 members, including a governing board of four. The governing board will consist of the Drum Major, the Assistant Drum Major, a president and a secretary. The Director will appoint the president and secretary. New Appointments are made each year at the discretion of the director. The remaining members will be designated section leaders as follows: flute, clarinet, saxophone, trumpet, french horn, low brass, percussion, color guard and orchestra.

The Band Council will hold meetings no less than once each month. Meetings held during the academic year will be held at a time and place determined by the governing board and the director. The president will set the meeting agenda. Students who wish to offer input should report to their section leader representative who will then report to the president to have the item placed on the agenda.

7. Student Responsibilities and Expectations

Responsibilities

1. Set a good example for others by constantly striving for excellence through performance and good practice habits.
2. Your conduct, attitude and appearance are a direct reflection of you, your family, your school and your fellow musicians. Excessive body art, piercing, unusually colored hair, inappropriate clothing, actions or verbal communication etc. while sending a clear social message about your values system and beliefs, may not be appropriate for the performance of the group. While still entitled to a proper music education, you may be asked to sit out certain performances with no academic penalty. An alternate assignment will be required.
3. Assume responsibility for the care of your uniform, your instrument, your music and any other band items issued to you. It's very possible your parents (or someone else's) worked very hard to provide these items for your use.
4. Being a member of the Granada Band requires a certain level of commitment. All rehearsals and performances are announced well in advance. Rehearsals/performances are excused only due to illness or by permission of the music director. Notification of conflicts should occur no less than one week in advance of the activity. Careful planning is the key to success. Talk to your families and mark a calendar with all events as soon as possible. Don't let the group down because of an oversight on your part. Employers are often very understanding if you give them adequate notice. Please see the grading policy in this handbook for complete details.

Student Expectations

1. Insubordination to the staff, adult chaperones, or other students trying to carry out their duties will not be tolerated.
2. Band Members will abide by school regulations during all band activities.
3. Students may not be in the music bldg. unless a parent or district employee is present.
4. The band room is to be used for music rehearsal and practice only. Inappropriate behavior or negligent abuse of the room or its furnishings or equipment may result in suspension from school. Any damage will be repaired or replaced at the student's expense.
5. Please keep the band room and instrument storage areas clean and orderly. Pick up after yourself. Throw away your trash. No food or drink other than bottled water is allowed in the room.

8. Music Department Student Grading Policy

Philosophy:

- 1) Grading is done on the basis that the purpose of instruction is not to produce a professional or commercialized attitude toward music, but to expose the student to an activity where they can contribute, obtain knowledge and skill, and derive enjoyment and aesthetic values in the process.
- 2) All students are important to the progress of the whole, but there are individual differences in each student's rate of progress. Thus, the grading process will be based on the ratio of potential to performance, assuming that some students, although less scholarly or proficient, are sometimes more emotional, aesthetic or expressive.
- 3) A performance based Music Program requires individuals to interact successfully in a group setting. Attitude, willingness to contribute for the good of the Program and, the ability to get along with others become an important factor in a student's overall success and must be considered when grading.

PLEASE NOTE: Any student who misses a performance (unexcused), or who has three (3) or more unexcused absences from class (or cuts), cannot receive an 'A' for the course. The highest grade they can receive is a 'B' or lower based on the information below. A grade that represents 'outstanding achievement' cannot be given to a student who cuts class or simply doesn't show up for performances.

A point scale will determine each student's grade. The Student must earn an appropriate number of points in any given grading period to receive an 'A'. As an example:

500 points	A		
450 points	A-	250 points	C-
400 points	B	200 points	D
350 Points	B-	150 points or less	F
300 points	C		

In music, participation at rehearsals and performances allows for evaluation of student progress by the instructor. **Attendance at all performances is a major part of the students grade.** In addition, since most fundamental and technical skills work occurs at the beginning of class, before rehearsal of the music begins... **excessive tardiness or absence can prevent improvement of skills and thus, affect a student's grade significantly.**

PART 1 Performance

A large percentage of time spent in any musical performing class is the preparation of concert music. The performance, therefore, becomes the "final exam" of the musical group's ability to perform the prepared material. **THE MUSICAL PERFORMANCE IS A MEANS OF EVALUATION OF STUDENT PROGRESS. THEREFORE, unless otherwise noted, ALL PERFORMANCES ARE MANDATORY and will affect a student's grade in the class.**

To receive credit for a performance the student must attend the performance with an instrument in good working order, all necessary sheet music, and dressed in the proper attire as requested by the director. Unless an emergency or medical condition (verified by a doctor's note) is involved, **failure to do so will result in the student receiving no credit for that performance.**

Each performance will be worth a given number of points based on the level of skill and time required; and number of performances in any given grading period.

(a) If a student is unable to attend a performance, the student must bring a note signed by a Parent or Guardian to the Director NO LATER THAN ONE WEEK PRIOR TO THE PERFORMANCE. This allows time to adjust instrumentation and shift parts as needed to cover the student's absence. The student

will receive half credit for that activity, and must make-up remaining credit as shown in the bonus points section.

(b) If a student simply doesn't show up for a performance, except in the case of medical or personal family emergency, the student will receive '0' credit for that activity. No make-up will be allowed. Please beware that if you are a "no-show" your absence can affect the outcome of the entire performance. **In addition, students who simply do not show up for a performance will be automatically moved to the last chair in their section and must challenge back to their original chair.**

PART 2 Attendance: We will follow the School attendance policy for the clearing of 'cuts' or UN-excused absences. It must be understood that it is the student's responsibility to clear absences through the attendance office. A note to the Director will not excuse an absence.

(a) **If a student is tardy, and the grade book has been closed, they must notify the Director to change a marked absence to a tardy immediately after class.**
Please understand, the director will not stop rehearsal to continually update student attendance records.

(b) If a student misses 3 or more rehearsals (class rehearsals or combined rehearsal), for any reason, excused or not, the week of a major performance, the student may be required to "sit-out" that performance. If the absence is legitimate, and or excused, the student will be given an alternate assignment to complete in lieu of the performance. If the absence is not excused as per school policy, the student will receive no credit for the missed performance, and must make-up all lost points

PART 3 Playing and Written Tests: will be given periodically to evaluate a student's knowledge and skill. Playing tests are used as a means to check a student's preparation for performance. Playing tests cannot be failed as long as the student shows improvement. After additional practice the student will simply retake the test until they are successful. Only if they fail to hand in the testing sheet by a given date, will they receive no credit. Written tests are given to check a student's knowledge. The tests will be given with plenty of preparation time. Frequency of written tests will depend on how busy the performance schedule is during any given grading period.

Part 4 "Bonus Points" Bonus points may be earned to assure student success: PLEASE NOTE: **Coming in and doing a couple hours of filing work is not going to simply make up for a missed performance. Make sure you are aware of how many make up points are accumulating to assure that your grade will in fact change.**
(+ indicates variable points given according to the nature of work and time involved.)

Points Activity

- 10 Attendance Monitor. (Per Semester)
- 10 For 1 hr. of music library work, or filing.
- 10 Each 3 hr's. per week outside practice. A note signed by parent or private teacher **must** be turned in.
- 15+ Doing special assignments or detail work. Writing a paper about music or reading a book about music and submitting a report... Attending a concert approved by instructor and submitting a synopsis of your experience...etc.
- 10+ Helping special Band Parent Activities, or concert set-up...(Minimum per hour)
- 10 Earning section leader chair and holding for 6 weeks.
- 25+ Solo and Ensemble Performance
- 10 Playing a solo for Director
- 20 Playing a solo for class.
- 20 Each 10 consecutive private lessons. At the end of 10 weeks, your private teacher should submit a written statement verifying completion.
- 20 Attitude and Citizenship. I like to call these "Employability Skills".

- 5 Punctuality, Cooperation, Commitment, Courtesy.
- 5 Returning information, permission slips etc. by a given date.
- 5 Pencil or equipment check.

PART 5 “Deducted Points”: Excessive deductions can result in a lowering of the students grade.
 (- indicates variable points deducted according to the nature and seriousness of the infraction.)

Points Infraction

- 10 Non participation due to tardy.
- 20 Non participation due to UN-excused absence.
- 10 Leaving instrument out.
- 10 Leaving music out.
- 15- Carelessness with instrument, inc. damage caused by negligence. Students will be required to pay for damage caused by negligence...
- 10 Playing someone else’s instrument without permission.
- 10 Disruption of rehearsal.
- 10 Hats, sunglasses, gum or food during rehearsal or performance.
- 20 Eating while in uniform.
- 20 Uniform **hung** incorrectly.
- 20 Uniform **worn** incorrectly, or removed before the performance is completed.
- 15 Tardy for performance.
- 25 Abuse of the band room or its furnishings or equipment. Students will be required to pay for damage caused by negligence...
- 50- Conduct un-becoming of a band or orchestra member. I.e.: Foul language, fighting, verbal abuse, use of illegal substances etc. while participating in any music dept. related activity...etc.

Most of the above are citizenship issues. If you want to get an ‘A’ for outstanding achievement then you also have to behave as an upstanding and useful member of our society...

PART 6 Winterguard and Winter Percussion Activities: All Color Guard, Drum Line Members, and other students who audition, and are accepted to participate in winterguard activities, will be accepting an additional grade bearing responsibility. Students involved in winterguard will be held responsible for on-time attendance at all rehearsals and performances as outlined in part ‘1’ through ‘5’ of this grading policy. Students who miss a Winterguard Performance may be benched, or dropped for the rest of the season. Skills Assesment Tests will be given to evaluate progress and ability. A student who is lacking needed skills or who is not practicing to improve those skills, may be moved to a different part or excused from the activity.

PART 7 Performance Dress Code for Band and Orchestra: As you know, we do not provide attire for concert performances. It is my philosophy that a clean, consistent and professional look is necessary to create a positive reputation for our band/orchestra and to improve the quality of the performance. I ask THE PARENTS cooperation in providing your student with the required appropriate performance dress. If this is not possible, please contact the music director and he will personally provide the student with what they need, given a reasonable amount of time. PARENTS, PLEASE HELP ME OUT ON THIS ONE...

Boys: black slacks, black dress socks (no ankle socks), black dress shoes and a white button dress shirt with a collar. If you don’t have dress shoes, we can provide the marching uniform shoes. Please no shorts, jeans or corduroy. No tennis shoes. Please, no hats or ties. Avoid faded colors and no patterns. Jackets and sweaters should only be worn before and after the performance as needed for foul weather.

Girls: black loose fitting skirt and a white button blouse with a collar. Those who play an instrument that must be held “delicately” may wear black slacks. Please, no leather. Please no shorts, jeans or corduroy. Mini-skirts are not appropriate. Please no obtrusive belts

or cumber buns. Let's keep it basic. You only want the audience to HEAR you...not be distracted by your appearance. Girls should wear black dress shoes. Please, no hats or ties. Again, avoid faded colors and no patterns. Jackets and sweaters should only be worn before and after the performance as needed for foul weather. ORCHESTRA LADIES WILL BE ISSUED A FLOOR LENGTH PERFORMANCE DRESS

Students who blatantly disregard these guidelines will be sent home to change OR will not be allowed to perform, and must make up lost points as outlined on previous pages.

PLEASE NOTE: Excessive body art, piercing, unusually colored hair, inappropriate clothing, actions or verbal communication etc. while sending a clear social message about your values system and beliefs, may not be appropriate for the performance of the group. While still entitled to a proper music education, you may be asked to sit out certain performances with no academic penalty. Students will still be required to attend the performance.

PART 8 Behavior in Rehearsal: A certain level of etiquette is required in a large group rehearsal to allow progress and learning to take place. The process of constantly dealing with disruptions in the rehearsal is upsetting to the director and other students. Because of this, the following policy will be used:

Students will be warned once, then their name will be noted and points deducted for disruption of the rehearsal as shown in PART 6. After 3 deductions the student may be asked to leave the room. If the "time out". An appropriate written music assignment may be given to keep the student on task. The purpose of this approach is not to single out or punish a student. The purpose is simply to remove the distraction so that the rehearsal can continue in a positive and constructive manner. I appreciate your cooperation in this matter.

PART 9 Criteria for Daily Grades: In the online grade book, many students and parents frequently ask about 2-3 grade entries per trimester titled "Daily Citizenship and Attendance" These entries reflect a students ability to function on a daily basis in class. For example, is the student on time. Does he or she have the necessary materials. Is the student attentive and on task...and so on... A specific rubric is used to assess an individual students ability to function on a daily basis in the rehearsal. I will distribute a hard copy to students at the start of each year.

9. Procedures and Guidelines for all LVUSD Approved One Day and Overnight Field Trips

General

1. All Students are representing our Schools and our Community when traveling out of town. It is expected that all students act in a thoughtful and mature manner while on any field trip. Arguing or abusive language or behavior with other students or chaperones or the general public will not be tolerated.
2. The Granada High School discipline policy will be in effect while on all field trips. See the director if you need information on this policy.
3. There will be no use of drugs, alcohol or tobacco by any student, on any trip. Any use of any alcohol, illegal drugs or substances may result in the student being turned over to the local authorities and may require the parent to come and pick up their child. Possible expulsion from the Granada Band and suspension from school after due process will result.
4. All students are expected to be on time to all check-in locations, meeting places, boarding and departure locations at all times as outlined.
5. All students should follow any itinerary carefully, including any special instructions given by the director or any chaperone, in a courteous manner. If applicable, students will be required to have a copy of the itinerary handy while on the trip.

6. Each Student is responsible for his or her own instrument and belongings. Granada High School will not be responsible for repair/ replacement of any item lost or damaged due to neglect or abuse.
7. Students using school instruments or property will be held responsible for repair/ replacement due to neglect or abuse of those items.
8. If applicable, we ask that students be helpful with the packing and unpacking of equipment while on the trip.
9. If any student has any problem of any nature, he/she should contact the director or a chaperone immediately.
10. Granada School and the Livermore Valley Unified School District cannot be responsible for loss, damage, or theft of any personal items or money due to irresponsibility or negligence on the part of any student.
11. All rules and regulations of the theme park will be in effect while on the premises.

Overnight

12. All students will observe lights out on time and without abusive comments. All students MUST stay in their own rooms after lights out, except in the case of an emergency when the student should go to the nearest chaperones room or follow the emergency procedures outlined by the hotel and posted in each room.
13. No boys will be allowed in girl's rooms and no girls allowed in boys rooms except for times allowed in the itinerary; only while chaperones are on duty. Curtains and room doors must be open when visiting.
14. Long distance phone calls will be locked out of individual rooms. One room will be designated for students to 'phone home'. Students will be responsible for logging phone calls and paying for them before departure from the hotel. ANY excessive room to room calls or crank calls will result in a period of loss of free time at the theme parks or other special recreational activities.
15. All rules and regulations of the theme park will be in effect while on the premises.

All Trips

16. We ask that students be helpful with the packing and unpacking of equipment while on the trip.
17. If any student has any problem of any nature, he/she should contact the director or a chaperone immediately.
18. Granada High School and the Livermore Valley Unified School District cannot be responsible for loss, damage, or theft of any personal items or money due to irresponsibility or negligence on the part of any student.

Consequences for violation of the trip procedures and guidelines

- A) Be assigned to stay with an adult chaperone during a portion of, or all of, a students remaining free time. (Even while in theme parks).
- B) Be assigned to detention with the director or the school administration, upon return from the trip.
- C) Parent conference and suspension and/or expulsion of the student from the Music Program, or the school as deemed necessary by the School or District Administration.
- D) Student will be sent home at the expense of the students parents, after parent contact.
- E) In the case of a student breaking the law, a student may be turned over to the local authorities, followed by parent contact, then having the parent come and take custody of the student from the local authorities.
- F) Exclusion from any additional music department or school activities, i.e.. trips, proms etc.

10. Instrument and Equipment Policy

Students are responsible for assuring that their instrument and other related equipment is cared for in a manner that will avoid damage. Students and parents alike would be interested to know that when we travel to a band review, we take over \$100,000.00 worth of uniforms, instruments and equipment with us. This is equipment that has taken many years to acquire, and is not easily replaced.

We ask students to return all instruments and equipment to their proper cases and/or storage areas after every rehearsal and performance. Never leave instruments on the ground, cases unbuckled or unattended, especially on trips, as they can be easily damaged, lost or stolen. Students who cause damage to instruments or equipment due to negligence will be held responsible for the cost of repair or replacement of that instrument or equipment.

Students are also responsible for making sure their instrument is in top playing condition at all times and for purchasing adequate needed supplies (reeds, valve oil, shoulder pads, strings etc.) for maintenance. Instruments should be periodically cleaned and polished to avoid unnecessary repairs. However, see the director if you have never been taught how to clean your instrument properly. **Note:** Never use any chemical or household cleaners on lacquered instruments.

11. Uniform Policy

All GHS Band students are furnished with a band or color guard uniform, color guard warm-ups or band shirts at no charge to students. The band uniform consists of jacket, trousers, cummerbund, cape, vestee, bow tie, shoes and hat. Replacement cost = \$390. Unfortunately, we do not have the funds to provide concert attire.

Band Students are expected to furnish a plain white T-shirt, a pair of spandex or other fairly snug-fitting shorts to wear under the uniform and black socks (no ankle socks please).

The color guard uniforms may vary slightly. The average cost of replacement is \$200.00.

Color guard warm-ups (if issued) consist of a customized jacket and pants. Replacement cost \$125.

Due to tough economic times in the schools Band Shirts have not been issued. If the Boosters can afford it, Band Shirts are provided once to all incoming members, and should be kept by students. These are compliments of the music parents and are used primarily to provide a uniform appearance when the full uniform is not called for...Such as "Shop For A Cop" or other less formal Community event. They are, in a sense, a casual uniform and are worn at special events and awards ceremonies. Students who lose their shirts are responsible for the cost of replacement. All students should keep their shirts clean and ready to wear when asked. Students who do not have their shirts when asked may not be allowed to perform. Cost - \$18.00

A parent committee handles all Band and Color Guard uniform alterations.

Band and color guard members are issued a uniform number. Those uniforms stay on site and travel with the group to performances. The color guard warm-ups that are issued to students are expected to be returned after each use, clean and ready for re-issue.

Periodic dry cleaning of band and color guard uniforms is handled as needed by the uniform committee. Otherwise, because of the unique nature of these garments, all uniforms are dry cleaned once a year during the summer.

There should be no eating or drinking anything, anywhere, at any time, while in uniform. (Bottled water OK).

A uniform use form is included in this handbook.

Standing inspection

Band Reviews sometimes involve a standing inspection to check for uniformity, consistency, personal appearance and grooming. A judge, just prior to the competition, performs the inspection. The inspection does have a bearing on the overall score. Following are some guidelines to consider.

Band Block

1. Hair must be up inside the hat and not touching the collar. (For students with long hair...your hair should be braided and/or prepared BEFORE arriving at the review.) Hats should be worn pulled forward and parallel to the ground.
2. No jewelry -- no rings, earrings, watches, bracelets etc..
3. White T-shirt, shorts and black socks must be worn under the uniform.
4. Uniforms should be free from lint, loose threads, stains etc. If you notice any of these problems, PLEASE notify the uniform chairman immediately so that they can be corrected before the next performance.
5. Shoes must be cleaned and polished with no scuffs or tears.
6. Instruments must be cleaned and polished.
7. All members are responsible for assuring that they will pass an inspection, without 'points-off', and should help other members in this regard.

Color guard

1. Color guard members must pass inspection with the band.
2. Hair and make-up is worn by the Color guard, and must be uniform for the entire group.
3. Color guard instructors will instruct members on these issues.
4. Uniforms must be clean and shoes polished.

12. Expectations for Rehearsals

1. Students are expected to be in their seats, ready for rehearsal to begin as outlined earlier in this handbook. All accessories such as mutes etc. should be out and ready to use. All instrument maintenance such as oiling valves, tuning slides etc. should be done before the first downbeat occurs.
2. Do not leave your seat without permission from the director.
3. Warm up quietly and sensibly until the director steps on the podium, then go to rest position.
4. Students are expected to participate fully in rehearsals. Students who cannot participate because of health reasons or 'mechanical' problems should sit quietly in their assigned seats and observe the rehearsal. The Student should sit with their instrument in their lap.
5. Students may no longer do homework for another class during rehearsal. Students waiting until band rehearsal to do their homework have abused this privilege. Under special circumstances students may be allowed to read quietly.
6. Talking or horseplay during a rehearsal will not be allowed as outlined in the grading policy.
7. At the conclusion of the rehearsal students should disassemble their instrument, (including woodwind reeds), clean, swab and otherwise prepare their instrument for storage. Please pick up any trash in your section and put your music folder away.
8. Please wait for the Director to excuse you when the bell rings to leave the room.

13. Expectations for Performances

1. All performances reflect on your group, your school, your family and yourself. Proper concert attire as outlined by the grading policy, or as requested by the director is required. Excessive body art, piercing, unusually colored hair, inappropriate clothing, actions or verbal communication etc. while sending a clear social message about your values system and beliefs, may not be appropriate for the performance of the group. While still entitled to a proper music education, you may be asked to sit out certain performances with no academic penalty.
2. Please be on time for all performances as outlined in the grading policy.
3. For 'sit down' concerts, everyone should wear the appropriate attire as outlined earlier in this handbook.
4. Please be sure you have everything you need to perform, including all music and accessories, and that your instrument is in good working order.
5. Please listen for last minute instructions.
6. Please make sure that after the concert you return your music stand and, when appropriate, your chair to the music room. Please put your instrument and music away. If possible, please help with the clean-up and tear-down of the performance site.
7. If you have a last minute problem, please tell your section leader or the director.

For football and rally performances

1. Please wear anything (in good taste, please) black and gold or your band shirt if issued and requested.
2. You must remain seated in your assigned sections in the stands. Roll will be taken after break .
3. You are expected to perform the entire game.
4. **Please be sure to use the rest room before we line up to enter the stands. Otherwise you will have to wait until 3rd quarter break.**
5. Students will have one break during the game, during the third quarter. Students must be back in their assigned sections by the time the third quarter ends.
6. If you are in uniform, you must have a band windbreaker on before going on break. Please no gum chewing at any time. It fouls your instrument and is very difficult to clean off the uniform parts.
7. The bandstand is a reserved area for band members only and is overseen by parents to prevent damage to instruments. Non-band members will be asked to sit in adjacent areas.
8. Pay close attention to the drum major conducting the performance. It is inappropriate to play music or cheer when a play is in progress or a player is injured on the field.
9. Please do not practice or otherwise play your instrument when the group is not performing.

14. Fees and Fund-Raisers

The School District and/or Granada High School is supportive within its means. It supplies the music department with a budget that allows it to handle most sheet music costs and some instrument repairs and related music supplies. This budget also covers substitute time when the director is on a field trip or involved in professional development. This budget also covers the enormous cost of copying music and part of the cost of uniform cleaning. Beyond that, were on our own...most or all money for instrument repair/ maintenance, purchase of new inventory, uniforms and accessories, percussion equipment etc. must be raised. Again this is all fine and dandy...but then add the huge cost of travel and logistics...

Because of the quality of our students and the overall program, we choose to offer additional educational opportunities as well as activities that are fun and group oriented. This means we travel to competitive and educational events all over California. To remain on an even level with the many groups we encounter, it also means equipment and instrument needs that keep our group up to date and in top shape.

Students and/or their families are asked to donate trip payments to cover transportation costs, and help with the supplemental costs of running the program such as entry fees, truck rental, uniform cleaning, inventory maintenance, additional equipment, scholarships, financial assistance, uniform accessories such as shoes (this year we need to replace approx. 65 pairs of marching shoes at \$25.00ea!), improvements to the music bldg., honorariums for instructors, the list goes on... come from fund-raisers sponsored by the music parents.

COMPARE THE COST OF PARTICIPATION IN BAND/COLORGUARD/ORCHESTRA TO OTHER ACTIVITIES IN HIGH SCHOOL (THAT USE UNIFORMS:=))AND YOU WILL SEE THAT OUR FEES ARE FRACTIONAL IN

COMPARISON. OUR ACTIVITIES ARE STILL THE BEST BARGAIN IN HIGH SCHOOL THANKS TO OUR BOOSTER ORGANIZATION!

A quick example of travel related expenses:

The Fairfield Tournament of Champions - Band Review - one day field trip

Three Charter Coaches for 11 hr's...	\$3200.00
Rental Truck	\$ 285.00
Entry fees	\$ 250.00
Lunch for students	\$ 400.00

\$4135.00

This is an average. Some trips are higher and involve different needs. Others are less. We do 3-4 competitive reviews a year, 6-11 winter guard trips. 1-2 band festivals...It adds up very fast!

Records are kept showing donated trip payments and other out of pocket costs paid by students. Students are asked to help cover the high cost of charter transportation and other program related expenses with designated donated trip payments.

14A Fees (requested donations) and Fund-Raisers for the Granada Band, Color Guard, Drum Line 10-11 PLEASE NOTE

A separate schedule for travel and program expenses will be used for Orchestra Members

Band and Color Guard - transportation/activity fees for the year, including all band reviews, music festivals, provided meals, entry fees, misc. equipment/uniform expenses/general supplies and student activities will be \$210.00 per student. There will be an additional lodging expense for Color Guard and Winter Percussion Teams if we decide to participate in the Reno Guard and Percussion Shows/and or The WGA So. Cal. Regionals

These fees can either be fundraised or paid outright. The Music Parents can offer limited scholarships to students demonstrating a clear financial need. Those students and/or their parents need to see Mr. Jones privately as soon as possible.

STUDENT'S WILL BE GIVEN PLENTY OF FUNDRAISING OPPORTUNITIES. (Visit the website frequently for details).STUDENT'S REQUESTING PARTIAL OR FULL SCHOLARSHIPS WILL BE EXPECTED TO PARTICIPATE IN FUNDRAISING AND DEMONSTRATE IN GOOD FAITH AN ATTEMPT TO HELP DEFRAY THEIR FEES.

WE APPRECIATE YOUR COOPERATION AND WE ASK THAT YOU THE FOLLOWING PAYMENT SCHEDULE AND DEADLINES FOR FALL FEES:

\$210.00 in full OR two payments of \$105.00 due September 1, 2011 and October 1, 2011.

Remember, Winter Guard and Percussion Students will be asked to pay for their uniforms in addition to the above program and travel fees. Fundraising ideas are always welcome and encouraged! When suggesting possible fundraisers, please be mindful of up-front capital expenses and needed 'man-hours'. Always try to decide what's a good fundraiser by using the following adage: "Minimum Output - Maximum Gain."

15. GRANADA HIGH SCHOOL COLOR GUARD

Purposes and goals

The purpose of the Granada High School Color Guard is to serve as a performing unit of the Granada High School Matador Marching Band, and to represent Granada as competing members of the Northern California Band Association and The Calif. Color Guard Circuit in Winterguard Performances. The Color Guard participates at home football game performances, parade competitions, rallies, winterguard competitions, band concerts, and community activities. The goal of the Granada HS. Color Guard is to provide an educational program in the development of choreography, equipment handling skills, marching skills, team unity, team leadership, and school and personal pride.

15a Organization

The Color Guard Team is governed by a board consisting of the band director, the instructor(s) and the captain. The team is comprised of members in grades nine through twelve, and is selected by audition/tryout. Membership in color guard is open to any non-musician student. Band students may audition with the permission of the band director only if there is a compelling reason the student cannot play his or her instrument in band.

The instructors will develop routines for, parade, rally, winterguard, etc.. They will select and/or prepare acceptable and appropriate music, choose equipment and uniforms for each type performance. The instructor will also conduct organized rehearsals. The director and the instructors will have final decision on all routines and changes in any routine. They will also have final say on the selection of new members, by audition, for the following years teams, and final selection of captains by audition. The Director will also solve any disputes and disruptive behavior.

The Captains will take a major role in the leadership responsibilities of the Team, and help run organized and productive rehearsals. The Captains will help with the instruction of the routines; they will also set up team activities, and will help raise the team spirit and unity...

Code of Conduct

High team morale and esprit de corps are essential to the success of any performing group. In order to develop team unity, respect for each other and other teams, and consistent discipline, the following code of conduct will be used:

1. The instructors and the director will approach any member who consistently displays a poor attitude, a lack of concentration, or unwillingness to cooperate. If any member displays inappropriate behavior, he/she may be benched for an appropriate number of future performances and/or dismissed from the team.
2. All members will be courteous to everyone on the team, on other teams, instructors, the band director, parents and judges at all times. Disrespectful verbal comments, rumors, innuendoes or gossip by any Colorguard Member cannot be tolerated.

15b Rehearsal & Performance Requirements

1. Members will attend all rehearsals, meetings, performances and activities of the team, including home football games with the band.
2. Members will display proper attitude, attention and respect other members and teams at all times.
3. Members will dress-out appropriately in suitable clothing as recommended by the color guard instructor for rehearsal and performances. (Please, no denim or tight pants or short-shorts. No opened toe shoes, heels or sandals of any kind, flats or boots.)
4. No disruption of rehearsals. If you are sick or have a problem, see the instructors and/or the director before the rehearsal begins. If the problem or illness occurs during the rehearsal please have a seat until someone can check on you. If

there is an emergency and you are able, go to the director immediately. 5. All members will treat performance equipment with care and will be held responsible for repair/replacement of the equipment. This equipment belongs to Granada High School and is issued to you in good faith. You break it... you bought it... 6. For safety reasons, members personal practice equipment should be in good condition, free from splinters, tears, cracks etc.. You may be asked to replace any equipment that is in poor condition and you may be dismissed from rehearsal/performance until the problem is fixed. 7. When in uniform members must conduct themselves with dignity, exhibit school pride, and showmanship. 8. Members will take care of their uniforms at all times. Parade Uniforms are the property of Granada High School, are expensive, and students will be held responsible for repair/ replacement inc. unscheduled dry cleaning due to negligent care. 9. All members MUST ATTEND ALL REHEARSALS WEDNESDAY THROUGH FRIDAY THE WEEK OF A MAJOR PERFORMANCE. See #3 below under 'Grades'

15c Grades

For the 2011-2012 school year students participating in Color Guard will receive 1 (one) trimester of academic credit for their participation on the team for the year. This credit will be awarded at the end of trimester 3 when the student finishes the year on the team.

Attendance is an important part of your grade. We will follow the attendance policy as outlined in the Granada High School Music Handbook. Grades will be assigned based on attitude, participation, tests on the routines, and skills learned.

- If a student does not attend rehearsal Wed. thru Fri. the week of a performance, for any reason, the student may be 'benched' for that performance (not allowed to perform). The student should still attend the performance in a support role and will be given an alternate assignment, which MUST be completed to receive any credit for the missed performance. All members should have a 2.0 G.P.A. or better to be on the teams. Grades will be checked each Trimester and students may be asked to attend tutoring, and/or benched until there is some sign of improvement.
- Grades will be lowered for the following: cuts and tardiness, not wearing the proper attire, not having the proper equipment ready for rehearsal, disruptive behavior, food or chewing gum after the rehearsal begins, and not following instructions on proper performance attire. • Students must be at an assigned rehearsal location, with attire and equipment ready to begin by the start of rehearsal or they will be marked tardy.

15d Parent Involvement

All parents and relatives are encouraged to attend performances. They are also encouraged to be an active member of the Music Parents Organization. We also need drivers to drive to activities to keep the traveling expenses down.

16. GHS Drum Line/Concert Percussion

All Drum Line Members are considered members of the Granada Band and are included in any reference of “the Band”

Due to the unique nature of this activity, the following procedures will be provided to assure active participation and an organized approach to the care and maintenance of the percussion inventory.

An adult instructor/coach will be provided at pre-determined times for sectional rehearsal on music not related to the band rehearsal.

1. The Music Parents Organization will provide one set of new heads for all drums once each year. The student must replace drumheads or mallets that are broken by students in rehearsals.
2. Percussion students may checkout the practice pads and use for personal practice. A \$10.00 deposit is required at the time of check out. If the pads are not returned in good order at the time requested, students will lose their deposits and be assessed a \$40.00 charge for replacement. As with textbooks in other courses, students who do not return the pad or pay the replacement costs will have their grade/transcripts held, or be given an incomplete, until all matters are settled
3. In indoor rehearsals, students will remove all hats and sunglasses.
4. In indoor rehearsals, students not performing on a pre-assigned part will be asked to SIT QUIETLY Those students will be allowed to read or study quietly while the rehearsal is in progress.
5. At the start of rehearsal students will be asked to prepare the section for rehearsal by setting up any needed equipment and be ready to play when the baton falls. Failure to do so will result in a lowering of the student’s grade by 10 points for each occurrence and/or students may be benched from future performances.
6. At the conclusion of rehearsal timpani should be covered. Small equipment and hand percussion should be put away. Mallet instruments, bass and snare and any other large equipment used may be left set-up and when possible, covered. Failure to do so will result in a lowering of the student’s grade by 10 points for each occurrence and/or students may be benched from future performances.
7. At the conclusion of rehearsal, all music should be picked up from the stands, place in a folder, and put in a designated area. Failure to do so will result in a lowering of the student’s grade for each occurrence and/or students may be benched from future performances. STUDENTS SHOULD NOT TAKE THIS MUSIC HOME. Ask the director for additional copies for practice.
8. At the conclusion of rehearsal all sticks and mallets should be picked up and placed in a designated area. Chairs should be stacked. The floor in the percussion section should be CLEAR AND FREE FROM DEBRIS. Failure to do so will result in a lowering of the student’s grade for each occurrence based on the grading policy, and/or students may be benched from future performances.

17 Forms: The FORMS on the following pages WILL BE AVAILABLE FOR DOWNLOAD FROM granadamusic.net. All members of Band and Colorguard are required to turn these forms in by September 1, 2012

FORM #1

**Livermore Valley Joint Unified School District
Marching Band Uniform Use Agreement**

Article	Replacement Cost

Hat	\$45.00
Coat	\$320.00
Vestee	\$30.00
Pants	\$100.00
Cape	\$45.00
Cumberbun	\$30.00
Garment Bag	\$22.00
Suit Hanger	\$3.50
Shoes	\$30.00

1. I agree to assume full responsibility for the care and condition of the above items when they are in my care.

2. In the event of damage or loss due to negligence, I agree to pay the total repair/replacement cost of any part or all of the uniform.

3. I understand that the uniform should not be worn for any other function other than it is intended.

4. The uniform will be checked out immediately prior to a performance, and must be checked in at the conclusion of the performance. The uniform must be checked in by a music parent or chaperone that will look to see that all parts are accounted for, and hung properly.

5. If the uniform is returned dirty or stained due to negligence, I agree to pay for the cost of professional dry cleaning.

Name

Student Name (Please Print)

Student Signature

Parent or Guardian Signature

Date

Field Trip Permission Slip for 11-12 school Year

I give my permission for _____ to participate in all Granada Band activities as shown on the activities calendar for the 11-12 school year. I understand that all travel will be by charter bus or school approved parent drivers, when designated, and that for liability and safety reasons, all students are expected to travel round trip by bus or school approved parent driver, unless I provide written consent that I will take the student personally. I also understand that it is a violation of district policy for students to drive other students to any off campus school activity.

11-12 Field trips

Please check mark each activity as you mark your calendar...

- _____ October 8, 2011 Cupertino Band Review
- _____ October 22, 2011 Foothill Band Review, Pleasanton, Ca.
- _____ November 11, 2011 Band Portrait Day (at Granada)
- _____ November 12, 2011 Central Valley Band Review, Merced, Ca.
- _____ December 03, 2011 Livermore Main Street Christmas Parade and Tree Lighting
- _____ March 28 or 29, 2012 Delta College Music Festival (Concert Band and Orchestra)
- _____ June 8, 2012 Graduation Performance (actually not a field trip, but a pre-requisite required performance that occurs after school is out).
- _____ June 9, 2012 Rodeo Parade, Downtown Livermore... (also a pre-requisite required performance that occurs after school is out).

This form does not include on site activities such as the fall and spring concerts, football games, LVEF concerts OR small ensemble gigs such as S+E Festivals or Brass Choir. **A separate permission slip will be used for students involved in winterguard or winter percussion activities.**

Parent or Guardian Signature

Date

Form #3

INSTRUMENT AND EQUIPMENT STORAGE AND CARE AGREEMENT

(ALL STUDENTS MUST SUBMIT THIS FORM IF YOU PLAN TO STORE YOUR PERSONAL EQUIPMENT IN THE MUSIC BLDG. DURING THE YEAR)

As a convenience, the school will provide a place in the music bldg. to store instruments during the school day. While every precaution will be taken to protect the instrument from damage or theft, the school will not be responsible for damage or loss.

Please do not put anything of value in your instrument case or storage area. Again the school is not responsible for loss of personal belongings due to theft.

Instrument and Equipment Care Agreement (FOR STUDENTS USING SCHOOL INSTRUMENT)

I understand that if a school instrument or equipment is issued to me, it is my responsibility to maintain that instrument or equipment in good working condition, and to report any need for repairs as soon as they are known. If any damage occurs to the instrument or equipment due to negligence, I will be financially responsible for the repair or replacement of the instrument. This will include any missing accessories such as mouthpieces, ligatures and any other accessories necessary for the normal functioning of the instrument/equipment.

STUDENT NAME_____

This section is ONLY for students using a school provided instrument:

SCHOOL INSTRUMENT/EQUIPMENT ISSUED_____ (If applicable...)

GHS OR LVUSD INVENTORY NUMBER_____ (If applicable...)

DATE OF ISSUE_____ (If applicable...)

CONDITION AT ISSUE_____ (If applicable...)

DATE INST. RETURNED_____ (If applicable...)

PARENT OR GUARDIAN

SIGNATURE _____ DATE _____

Required for all students who use a school instrument OR store a personal instrument on site.

Livermore Valley Joint Unified School District

Student Emergency Data Form Field Trips

Student Name _____
Last First

Parent/Guardian Name _____

Home Address _____ Home Phone _____

Work Address _____ Work Phone _____

PARENT CELL PHONE # _____ E-MAIL ADDRESS _____

If Parent or Guardian cannot be reached, contact:

Name _____ Phone _____

Address _____

In the case of an emergency involving your student, every effort will be made to notify you as soon as possible.

In the event that the teacher in charge cannot contact you, is the school given permission to take your child to the nearest doctor or hospital for emergency treatment?

_____yes _____no (if no, explain procedure you wish to be followed.)

_____ Parent Signature

Medical Insurance _____ Group No. _____

Physician name _____ Phone _____

Please indicate below any special health problems that might affect you child on a field trip. (ex.: epilepsy, asthma, bee stings, diabetes, severe allergies)

Please list any medications the student may have in his/her possession while on a school field trip.

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