

Pulaski High School Band Handbook

"The Pride of Pulaski"

Pulaski High School Instrumental Music Program

The Pulaski High School Instrumental Music Program provides an opportunity for students to develop an appreciation for music, and encourages the skills and discipline necessary for achieving musical success throughout a lifetime of experiences. Students learn the importance of a cooperative team effort while working with fellow members to accomplish the shared goals of the ensemble. Music students have fun meeting new friends, and traveling to new and exciting places. In addition, the program challenges students in areas of personal growth and musicianship

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Responsibilities of a Member

The Pulaski High School Bands form a vital and important part of the total high school experience. These groups represent a large, colorful, visible, and a highly disciplined element of PHS.

Many of the programs, traditions, and pieces of the school life would seem dull without our instrumental ensembles. The Band's appearance at sporting events, concerts, parades and civic events add color, culture, and life to the community.

PHS Bands place emphasis on musicianship and pride of accomplishment, followed closely by citizenship, tradition, morale, spirit and loyalty. The pride of a job well done and the accomplishments achieved make the sacrifices worthwhile. By setting a schedule in a reasonable manner, students will thrive in Band while maintaining high scholastic standing. The success of the individual will lead to the success of the ensemble, and vice versa.

It is up to each individual member to contribute their talents to the group. The school district provides the necessary setting and facilities for performances as well as larger, costly equipment. Members have the obligation to provide the best possible performance for the school, and community. Members must understand that they will be giving up some free time on holidays and vacations for the entertainment of others.

The performing arts have always been a vital part of humanity. Each member possesses a very special talent. It is the members' obligation and responsibility to share that talent for the benefit of the school and community.

Grading System

Grading Scale

A > 96%	B- > 76%	D+ > 56%
A- > 91%	C+ > 71%	D > 51%
B+ > 86%	C > 66%	D- > 46%
B > 81%	C- > 61%	F > 0%

Lesson Breakdown

Depending upon which ensemble you are in, there will be 6 to 8 lessons offered each quarter. Lessons are graded based on what was to be prepared for that week. Lesson material may include music we're working on, scales, etc. Make up lessons are usually scheduled as a sign-up during a designated week. Please plan accordingly.

Grade Deductions

Grades will be lowered for the following:

1. Playing an instrument other than your own..... - 10 %
2. Chewing Gum during Band..... - 8%
3. Cause a disruption during class..... - 8%
4. Leaving out Music or an Instrument..... - 8%
5. Tardy to Band Chair for Roll Call..... - 8%
6. Eating or Drinking in the Band Room..... - 8%
7. Uniform not put away properly..... - 5%
8. Messy Lockers (no clothing, shoes, etc.)..... - 5%
9. Locks not used (school instruments) or left unlocked..... - 5%

(There will be exceptions on special occasions as noted by the Directors)

Attendance

Attendance at all rehearsals and performances is required. A written note or phone call must reach Mr. Busch **three days** prior to a rehearsal and **seven days** prior to a performance in order for an absence to be excused. The only exception to this is a sickness, an accident or an emergency. Students with an unplanned absence will have two school days to have their parents contact Mr. Busch about their absence. Attendance is taken at every rehearsal and performance. A tardy student without a valid excuse will receive a 1/3 letter grade deduction for each occurrence. A student with an unexcused absence will receive a reduction of a full letter grade for each occurrence. Multiple unexcused absences will result in disciplinary action.

It is the belief of the PHS Music Faculty that "performance" culminates everything that the ensembles have worked for in class. Performances are a vital part of a student's music education. Missing a performance cannot be made up. Extreme circumstances may be discussed with the director of bands.

Attendance is directly related to grading because it is not practical to rehearse with 200 students and perform with 100, nor is it practical vice versa. The attendance policy is related to grades as follows:

1. Upcoming events will be communicated to students in a variety of ways, with plenty of time in advance. Exceptions to this would include athletic teams advancing to regional, sectional or state competitions. Students should make every effort to make arrangements and “request off” from jobs in order to contribute to the band’s performance.
2. Students who find a conflict because of a job, family vacation, or similar event should contact their band director as soon as possible so that necessary adjustments can be made. A late notification not only causes the director problems, but more importantly any students that may have to cover for those who are absent.
3. Solo & Ensemble Festival is required for all members of Symphonic Band, Concert Band, and Wind Ensemble. Each member is required to perform with their “large group” or chamber ensemble at large group solo and ensemble.

Student Absences

Students will not receive a grade deduction if:

1. A notice has been given to the band director via a handwritten note three days prior to a rehearsal and seven days prior to a performance.
2. The student is ill, or an emergency occurs which does not allow the student to participate with the band. In this case, the student must bring a note from their parents within two after their return to school.
3. Students in good standing will receive one “free pass” for a lapse in attendance for each year. This exception to the rule is at the discretion of the director of bands.

If the student does not follow the attendance rules, the following grade penalties will be assessed:

1. Failure to inform the director of a planned absence three days prior to a rehearsal will result in the loss of $\frac{1}{3}$ letter grade.
2. Failure to inform the band director of a planned absence seven days prior to a performance will result in a grade reduction of an entire letter.
3. After 3 unexcused practices or two unexcused performances, a phone call will be placed to the parents so a conference may be set up to ensure everyone understands the policy and so we can take measures to correct the situation.
4. Failure to attend Solo & Ensemble Festival or the Large Group Music Festival will result in an automatic failure for the quarter. During the third and fourth quarters, the band curriculum is based on the music to be performed at these festivals. To miss these festivals negates a quart of work, for which there is no way to makeup.

Pep Band

All concert band and Wind Ensemble students are required to participate in pep band throughout the year. This includes all students, 9th grade through 12th grade who are members of concert band or wind ensemble. Attendance for pep band is mandatory. Members who do not participate in pep band will suffer grading penalties outlined in the grading system above, unless a director is properly notified 7 days prior to the performance. The grading policy also applies if a student chooses to attend an event in which the band is in attendance, but not participate in the band's performance, regardless of whether or not the director was notified of a conflict.

Instruments and Rentals

Members owe themselves the benefit of proper equipment and proper lessons. Whenever possible, members should provide themselves with the best possible quality instrument they can afford. It is also the members responsibility to keep their instruments in excellent shape. Do not leave instruments unattended where they might be stolen or damaged. Instruments should be stored locked in the instrumental music rooms. School instruments must be in a LOCKED locker when not in use.

It's recommended that all privately owned instruments with your parents' homeowner's or renter's insurance policy.

Keep a record of the serial number, model and make of your instrument.

Be sure your name appears on the outside of your case. Ask about purchasing a nametag if you need one.

Keep your instrument in top condition. Regular oiling, cleaning and polishing is necessary. Check with the director, however, before using any special cleaners. A damp cloth will work well in most cases, but asking a director for specific cleaning instructions is recommended. You must supply your own valve oil, slide or cork grease, etc. You can purchase these items through the band program resale.

Rental Instruments

Any student using a school instrument will be issued an Instrumental Rental Contract. This includes all percussionists, as well as students using sousaphones and other school equipment. Students using more than one school instrument will only need one contract, and will only need to pay one rental fee. Payment should be made by check, if possible, to Pulaski High School Bands.

Rental Fees

Underclassmen (9th, 10th, and 11th grade) \$50.00 per school year

Seniors will only need to pay \$25.00 for their last school year

Students will be expected to replace, or pay to repair any part of a school instrument that is broken by careless use or is deliberately defaced.

Student Activity Accounts

The treasurers of PHS Bands maintain the individual student accounts. Funds for accounts are earned through participation in fundraisers and direct contributions by parents, family, and friends. Funds will first be used to meet annual student expenses as determined by the directors and the Music Boosters Board. Additionally, the Board reserves the right to debit a student's account for any additional monies owed to the general activity fund. Any remaining funds may be used for the following approved expenses:

1. To help pay the member's travel expenses incurred while the bands, colorguard, or jazz ensembles tour or attend competitions and music functions away from home.
2. To help pay tuition at approved music or color guard camps designed to benefit the musical understanding of the student.
3. Other music-related expenses, as deemed appropriate by the directors.

See the directors prior to making major purchases to inquire about expenses approved for student activity account usage.

Any unused money in a student's account will be carried over to the next school year to be used for approved music expenditures. The treasurer must receive request for payment forms from graduating seniors' accounts, which were in the music program during the spring semester, by May 30. As of June 1st, and only by request, all funds remaining in the graduate's account may either be held for an incoming sibling enrolling in the music program during the immediately following school year, or transferred to another sibling whom is already enrolled in the music program. Otherwise, all remaining funds from graduating student will revert to the PHS Bands General Activity Account. The same policy applies to transferring students. All requests for disbursements must be made within 30 days of the occurrence of the bill. If a student drops out of the music program before another sibline enrolls in the next semester, all funds will revert to the General Activity Account. Once a student drop s a music class, they no longer have access to the money in their account. The drop date used for student accounts is the same as the school's last day to change or drop classes in a semester. No student is allowed to receive this money in the form of cash.

Students may start earning money for their student account as early as eighth grade. No funds may be withdrawn until students are enrolled in the PHS music program, and only then for approved expenses. If such a student eventually does not enroll in the music program, all funds will revert to the PHS Bands General Activity Account. A report listing all active student accounts will be posted regularly in the band room. Students have the responsibility for keeping their own independent set of records of their activities and for verifying the accuracy of the report. If the report does not appear to be accurate, contact the band treasurer for clarifications. To withdraw money from a student account, a student should completely fill out a *Request for Payment from Student Account Form*. These are available in the band room. If there are any special requirements or instructions indicate them on the form. Attach a copy of all relevant receipts to the form. Place the form in the designated box in the band room.

Music Program Awards

At the end of the year, the instrumental music department holds an annual award concert where all participating students in Band are recognized for their hard work over the year. Students who participate for the entire year will be eligible for recognition.

The band program has a points system in place to keep track of the points accumulated by each student. This system was created by the Band Council in 1979 and can only be changed by a $\frac{3}{4}$ vote by Band Council. Students can earn points for things such as:

- Performances at home athletic games
- Concerts
- Music Festival (required)
- Parades
- Summer Band Rehearsals
- Summer Concerts
- Summer Lessons
- Solo and Ensemble
- attending or having a parent attend booster meetings

Students cannot be in two places at one, therefore if a student is a member of an athletic team and is required to attend an athletic event at the same time that the band has a rehearsal or performance the student will be excused from a rehearsal or performance but will not receive award points.

Trips

The purpose of trips is educational and each one is completely different. The band has participated in a variety of trips and thus each one varies in cost.

At an appropriate amount of time in advance the directors will inform students and their families of the trip and the set date for student sign-ups. After the number of students interested has been determined, the final details and cost of the trip will be arranged. Students must understand that withdrawing from a trip will not permit a refund for the deposit or any payments made towards the trip.

Requirements to Attend Trips

1. Band trips are intended to be educational as well as fun for students. Every trip has some type of performance associated with it. Every student is encouraged to attend because of the rewards of the experience are bountiful. All band and color guard members are eligible to attend if they are in good standing in the band program. Marching band students must not have a second violation of the Marching Band Code of Conduct. Students must not have violations of the band policy as outlined in #2, #3, and #4.
2. Band trips taken during the summer after school has finished are considered to be an activity that leads into the next school year. It is for this reason that any student not enrolled in band for the following year is not permitted to go on the trip. An exception is made for seniors who have graduated, or some very special case that would have to be reviewed by the director of bands, school principal and guidance department.
3. Students who develop a record of school discipline problems and may be a source of trouble on the trip will not be allowed to attend. Prior to the first deposit, students with concerns in this area will meet with their parents and the director of bands.
4. Students who do not have a passing grade in band will not be considered for trips.

Travel Procedures

The following rules and procedures apply any time an off-campus band trip takes place. Any student violating these rules will be reported to the band directors. Penalties will be given which could include reporting the problem to school authorities and serving the appropriate school penalties according to the Pulaski High School Handbook.

General

Be certain you understand the trip itinerary and follow it at all times. Promptness is a must. The entire band should not have to wait for students who are late.

The chaperones will be responsible for the students. Be sure you know who your chaperone is. Be considerate of your chaperone at all times. They are there to help you. Please do not argue with the chaperones. Bring your concerns to the band directors, head chaperone, or trip chairpersons.

Card playing is permitted. Gambling of any nature is not permitted.

Use of bad or inappropriate language shows a lack of self-control and intelligence. Please refrain from using profanity.

Refrain from displays of affection deemed to be excessive, disruptive, indecent or inappropriate for the school environment, as defined in the Pulaski High School Handbook.

Smoking/Vaping or the possession of tobacco/vape products is not allowed. If caught, you will serve the appropriate school penalties. You will be sent home at your expense for a first offense.

Drinking, possession of alcoholic beverages or drugs, or the misuse of prescription or nonprescription drugs will constitute a severe breach of discipline. Any student involved will be immediately sent home at their own expense.

No foolish, dangerous or inappropriate behavior will be tolerated. Students will also serve the appropriate school penalties according to the Pulaski High School Handbook.

Respect the rights and feelings of other band members. Do not ask or force another band member to do ridiculous things. Any damage to property will be paid for by the person or persons involved.

Every student will abide by the rules set forth by the Pulaski High School Handbook. All school rules are in effect for the entire trip.

Bus Procedures

Whenever boarding the bus, go directly to your seat so that roll may be quickly checked. Chaperones on each bus will be responsible for checking the roll. You may not change buses. A parent/guardian is required to sign you out with your bus lead chaperone for you to ride home with them or another parent.

Please use the seats as they are intended to be used. Sitting on the arms or sitting backwards on the seats is not allowed.

Articles such as clothing, hands, feet, heads, etc. are to be kept inside the bus windows. Throwing of food or trash on the bus will not be tolerated. Trash bags will be provided and are expected to be used. It is your responsibility to keep your seat and area neat and clean.

Please keep upper luggage racks, when available, clean and orderly. Students are not permitted to open the rear door of a school bus unless directed by the driver, bus chaperones or director. This is an emergency exit only. Students who cannot follow these rules will have their seats changed at the discretion of the chaperones.

Arrival Procedures

Upon arrival at the destination, please stay on the bus to receive your instructions. Stay with the group at all times; especially when away from the buses or hotel. While en route, the entire group will eat together at designated restaurants.

Hotel Protocol

Upon arrival at the hotel, a chaperone or trip chairperson will hand out keys to the members of your room.

Courtesy for hotel staff and other guests is a must at all times. Loud, obnoxious or otherwise offensive behavior will be reported for disciplinary action. If the behavior is not corrected, you could be sent home at your own expense.

Curfew times are clearly noted on the itinerary. Do not leave your room for any reason after this time.

Contact your chaperone if you have an emergency. Your chaperones are there to help you.

Lights out will be enforced. Students need their rest. Be considerate.

Girls in Boys' rooms and Boys in Girls' rooms may be permitted provided that the door remains fully open for the entirety of the visit. This applies to people that may be in your room that are not part of PHS Bands. Students may be sent home at their own expense if they break this rule.

Room checks will be made to insure that students are where they belong. Each person must be identified. If chaperones knock on your door and identify themselves, open the door at once.

Making random acquaintances is not recommended.

A meeting area will be designated at each hotel.

Certain areas of the hotel may be off limits.

Ensembles and Performance Opportunities

Symphonic Band

This is our Freshman Ensemble. This ensemble establishes a uniform beginning and introduction to the expectations of the PHS Bands.

Concert Band

Sophomores, Juniors & Seniors. This ensemble serves two purposes.

1. We recognize that not all students may wish to dedicate as much time that may be required to become a member of the Wind Ensemble but truly enjoy the many positive attributes band has to offer.
2. Students may use it as a stepping stone to the Wind Ensemble as they continue to develop their abilities.

Wind Ensemble (by audition only)

All grades may audition, auditions are held in the spring of each year. To see audition requirements and information, see "PHS Band Audition Info" on the Pulaski Music Booster Website. Containing musicians of advanced musicianship, this ensemble often performs at venues other than the regularly scheduled PHS band concerts.

Previously the Wind Ensemble has been selected to perform for conferences of the WI Music Educators Association, and the WI Chapter of the National Band Dir. Assoc. along with representing the state at the National Concert Band Cup in 2002.

Red Raider Marching Band

Comprised of members of the Symphonic Band, Concert Band & Wind Ensemble.

This group is very active in the Summer, Fall and Spring of the year providing entertainment for home football games, Memorial Day, Polka Days Parade and previously, 4 home Green Bay Packer Games.

Red Raider Concert Winds

Comprised of Freshman through Seniors, this ensemble is the alternative for those who do not wish to participate in marching band. This ensemble is active in September, October, April and May and performs a concert in October and May.

Red Raider Pep Band

Comprised of the members Concert Band and Wind Ensemble.

This group is very active during the winter months performing for boys and girls basketball games, wrestling invitational and soccer games

Musical Pit Orchestras

Pit Orchestras for both the PCMS musical and the PHS musical are comprised mostly of PHS students. The selection process for these ensembles at the discretion of the conductor for each ensemble.

Jazz Ensembles

Every band student has the opportunity to participate in PHS Jazz. Auditions are held in May of every year to audition for the top ensemble, Red Raider Jazz as well as any available spots in Jazz Combo I. Students who don't participate in Red Raider Jazz Band or Combo I have to opportunity to play in Jazz II or Jazz III. Jazz II and Jazz III do not require auditions.

Marching Band Information

Summer Marching Activities

Parades

The PHS Red Raider Marching band participates in parades and festivals around the area throughout the summer. In spring, students will fill out a form, declaring participation in each individual parade. If a student agrees to participate in a parade, and then closer to the event says they cannot go, they must find a replacement of a similar voicing.

Band Camp

Band Camp will be held the last week in July at PHS. Band Camp runs Monday - Friday beginning at 8am and concluding at 8pm. Marching band members are required to attend in order to learn the field show. See our Band Camp Guide for more information!

Tryouts for Drumline, Color Guard and Drum Major

Annual tryouts are held in the spring for color guard, drumline and drum majors. Candidates in each area attend a series of sessions to learn the basic fundamentals before being selected by the directors and/or staff for the various positions.

The Uniform

The uniform chairperson will schedule fittings with band members prior to the start of the school year. Each band member will be issued a uniform consisting of a jacket, vestee, trousers, shoulder braids and shako. Students must provide their own white t-shirt and athletic shorts, and tall black socks. For marching students can purchase white gloves and dinkles through the music boosters. Students are responsible for the condition of their uniform. Uniforms must be hung properly and stored in the uniform room.

Summer marching activities may require an alternate uniform. Details for uniforms will be listed in this section.

The Pulaski High School Red Raider Marching Band has received much acclaim for its musicianship, performance standards, and appearance. One person who is not wearing the uniform in the correct manner or who is misusing the uniform can destroy this positive image. Just one spectator seeing one of our band members wearing their uniform disrespectfully will give a negative impression of our band. It is the responsibility and hopefully the desire of every band member to present the best possible uniform standards to our audience and the public.

What you will need for your uniform

Summer Uniform

Band Polo (purchase from the music boosters)

Summer Marching Shorts (purchase from the music boosters)

Short White Socks

Dinkles (purchase from the music boosters)

“Full” Uniform

Jacket, Pants, Trouser, Vestee provided by school

White Sleeved Shirt (no tank tops)

Comfortable pants/shorts

Tall Black Socks

Dinkles (purchase from the music boosters)

Clean White Gloves (one pair free to all freshmen, after that they must be purchased)

Shoes

Dinkles can be ordered through the band uniform committee during uniform fittings. Shoes should be clean for every performance. Shoelaces should be washed regularly. Shoes should also be labeled on the **inside** with the member's name.

Polo

Band polos may be worn with the summer uniform for some performances. These can be purchased during uniform fittings from the music booster uniform committee.

Shorts

Marching band shorts must be purchased through the boosters. Shorts purchased and worn for marching band that are not ordered through the boosters are not considered uniform.

Band Council and Student Leadership

The band council consists of all of the band officers and representatives listed below. The council's purpose is to assist the band directors with student input and to help out wherever possible. The council will meet on a regular basis during activity periods or other times agreed upon by the council to discuss band policies, events, concerts, problems or any other item of concert that affects the band. The directors or student in the band may also suggest topics or items for discussion by submitting them in writing to the Band President or Vice President.

The Band President or Vice-President will chair the council meeting. In the event that neither can attend, the Band President will appoint a student leader to chair the meeting. The Band Secretary will keep minutes of all meetings and will type them out and post them on the bulletin board within three days of the meeting. In the event that the secretary cannot be there, the chair will appoint a member to keep minutes for the secretary.

Underlined positions are considered the "head positions" and are part of the executive team in band council. The executive team positions are held by wind ensemble members only.

Band President

Must be a junior or senior in Wind Ensemble and is elected by a majority vote.

Responsibilities include:

- A. Conduct all business meetings of the band and band council
- B. Promote band activities, social, educational, etc.
- C. Coordinate all band officers and make sure they understand their responsibilities and are completing them.
- D. Report any problems or suggestions that may improve the band program to the director of bands
- E. Represent the band at music booster meetings or make sure that another officer is available as a substitute
- F. Accept public honors, trophies, etc. on behalf of the band represent the band in all student leadership activities

Band Vice President

May be a sophomore, junior, or senior in Wind Ensemble and is elected by a majority vote.

Responsibilities include:

- A. Be prepared to assume all duties of the president
- B. Assist the president whenever possible
- C. Work with the President to coordinate all band officers
- D. Represent the band at booster meetings or make sure another officer is available to substitute
- E. Assist the treasurer as needed- especially when collecting money and writing receipts for band trips

Band Secretary

May be a sophomore, junior or senior in Wind Ensemble and is elected by a majority vote.

Responsibilities include:

- A. Handle all attendance records for rehearsals, concerts, parades, etc.
- B. Type Band Rosters
- C. Type Band reports and letters
- D. Record, type and post the minutes of any and all Band Council Meetings
- E. Help hand out and collect music
- F. Responsible to the president for all duties assigned.

Assistant Band Secretary - Concert Band

May be a sophomore, junior or senior in concert band and is elected by a majority vote.

Responsibilities Include:

- A. Handle all attendance records for rehearsals, concerts, parades
- B. Help hand out and collect music
- C. Responsible to the president for all duties assigned
- D. Responsible to the concert band as a representative to the band council

Assistant Band Secretary - Symphonic Band

May be a freshman, sophomore, junior or senior and is elected by majority vote.

Responsibilities Include:

- A. Handle all attendance records for rehearsals, concerts, parades, etc.
- B. Help hand out and collect music
- C. Responsible to the President for all duties assigned
- D. Responsible to the symphonic band as a representative to the Band Council.

Band Treasurer

May be a sophomore, junior or senior in Wind Ensemble and is elected by a majority vote of that group.

Responsibilities Include:

- A. Handle sale of reeds, oil, etc. prior to Wind Ensemble or extra rehearsals
- B. Handle financial matters to include collection of band fundraising money, band trip money, etc. and issue receipts as necessary
- C. Responsible for maintaining individual student account and fund raising records
- D. Responsible to the President for all duties assigned

Assistant Band Treasurer - Concert Band

May be a sophomore, junior or senior in the Concert Band and is elected by a majority vote of its membership. Responsibilities Include:

- A. Handle sale of reeds, oil, etc prior to Concert Band or extra rehearsals
- B. Assist the Executive Treasurer in the collection of fund raising money, band trip money, etc. and issue receipts when necessary
- C. Responsible to the Concert Band as a representative to the Band Council

Assistant Band Treasurer - Symphonic Band

May be freshmen, sophomore, junior, or senior in the Symphonic Band and is elected by a majority vote of its membership.

Responsibilities Include:

- A. Handle sale of reeds, oil, etc prior to Symphonic Band
- B. Assist Executive Treasurer in the collection of fundraising money, band trip money, et. and issue receipts when necessary
- C. Responsible to the symphonic band as a representative to band council

Band Awards Secretary

This is a volunteer position in Wind Ensemble held by a junior or senior.

Responsibilities Include:

- A. In charge of all student award records, past and present
- B. Will post award points at the beginning of each semester for students to check
- C. Sort and place Awards in a systematic order for the band awards ceremony

Assistant Awards Secretary

This is a volunteer position in Wind Ensemble, held by a sophomore or junior.

Responsibilities include:

- A. Assisting the Awards Secretary with all duties listed

Band Business Manager

This is a volunteer position in Wind Ensemble held by a junior or senior.

Responsibilities include:

- A. Keep records of all band activities during the year- newspaper articles, photographs, programs, etc.
- B. Update the "Upcoming Events" section of the white board every week
- C. Lead the organization of the library

Band Property Manager

This is a volunteer position in Wind Ensemble held by a junior or senior.

Responsibilities include:

- A. Assist with inventory of instruments- properly labeled and recorded
- B. Help load instruments for trips
- C. Will help with setting out cleaning equipment for instrument checks
- D. Help in repair of band property such as music stands, banners poles, etc

Percussion Manager

This is a volunteer position in Wind Ensemble held by a junior or senior.

Responsibilities include:

- A. Make sure all percussion managers from every band keep things in order
- B. Will report equipment problems to the directors
- C. Will report misuse of percussion equipment by students to director
- D. Ensure equipment is put away after every rehearsal
- E. Set an example as a percussionist

Assistant Percussion Manager- Concert Band

This is a volunteer position in Concert Band held by a sophomore, junior, or senior.

Responsibilities include:

- A. Responsible to the Executive Percussion Manager for all duties
- B. Will report any misuse of percussion equipment by students to director
- C. Ensure equipment is put away after every rehearsal
- D. Set an example as a percussionist

Assistant Percussion Manager- Symphonic Band

This is a volunteer position in Symphonic Band held by a freshman, sophomore, junior or senior.

Responsibilities include:

- A. Well be responsible to the Executive Percusion Manager for all duties
- B. Will report and misuse of percussion equipment by student to director
- C. Ensure equipment is put away after every rehearsal
- D. Set an example as a percussionist

Concert Band Representative

This position may be held by two individuals who are either a sophomore, junior, or senior and are elected by a majority vote.

Responsibilities include:

- A. Represent the concert band in the Band Council

Symphonic Band Representative

This position may be held by two individuals who are either a sophomore, junior, or senior.

Responsibilities Include:

- A. Represent the Symphonic Band in the Band Council

Drum Majors

Drum majors are the leaders of the marching band and represent the marching band in Band Council.

Section Leaders

Students who are sophomores, juniors or seniors may apply to be section leaders. Section leaders are students who exemplify excellent leadership qualities and responsibility. Section leaders are not positions in Band Council. These students will assist in the success of the bands.

Section Leader responsibilities include

1. Taking charge of sectional rehearsal as determined by the director, or call special sectional rehearsals to help their section
2. Report issues within their section such as attitude, shortage of music, lack of practice, etc. to the director
3. Understand leadership and do everything they can in order for their section to succeed

Students under the direction of a section leader will show the section leader respect and try to follow all directions given by the section leader. Students who are uncooperative will be reported to the director and a conference with the student will be held to determine the problem and how to best resolve it.

Information for Parents

1. Student attendance is important-don't allow students to miss school.
2. Students should practice as often as possible. Have your student play for you occasionally. Encourage excellence from them!
3. Avoid overloading your child with too many extra activities; their performance overall will suffer
4. Become involved with your student's band activities. Your presence at our events means a lot to your child and the other students in our program. Volunteering is a great way to be involved. Extra help is always needed.
5. Make positive and encouraging comments about competitions and performances. Our attitudes reflect on our students, which in turn will affect their performance.
6. Encourage good sportsmanship toward each other and to our competitors at all times.

Parents should encourage their children to achieve excellence in whatever they do. In the music program, practice and attendance at both rehearsals and performances is mandatory and will require parental support.

The purpose of the Music Boosters organization is to promote and support the activities of the music students and performing groups of the Pulaski High School Music Department. If you have a child in the music program, you are a music booster. The music Boosters promote and encourage:

- Musical excellence
- Teamwork and cooperation in all activities
- An environment of mutual respect and dignity
- The communication of the exceptional quality of the program to the community at large

All boosters are encouraged to volunteer their time and effort in the support of these young people. Attendance at performances and competitions is an enjoyable activity and an excellent way for parents to show their support of their child's talent and interests.

Communication

The PHS Music Faculty and the Music Boosters organization have set up the following procedures for communication information to all members:

Pulaski Music Boosters Newsletter

This weekly publication from the boosters can be sent right to your email or accessed on the Music Booster Website. The newsletter contains a list of important dates, articles and information on all events and activities of the music program. Separate sections are dedicated to the Band, Ensembles, and Choral students' announcements and activities.

Music Booster Meetings

Music booster meetings are held monthly at Pulaski High School. In addition to conducting the business of the organization, a large segment of the meeting is devoted to providing information on various events and activities. The directors are present as well. Attendance at meetings is encouraged. Meetings are typically held on the second Monday of each month at 7pm.

Music Booster Calendar

The Pulaski Music Boosters also keep an updated calendar of music events available to all families through their website, pulaskimusicboosters.org.

Music Students

Students are given information by directors regarding performances and schedules and parents should ask their students to see anything that may be sent home.

Remind Text

The PHS Music faculty also use an app called *Remind* to send out information. Parents and students do not need the app to receive the texts that are sent out. Instructions on how to sign up for the *Remind* texts will be available to students and parents at the beginning of every year. Please note that students and parents **must** be signed up for this as it is used to communicate information in many important situations.

Contact information is listed below for your questions and concerns.

<p>Mr. Busch Director of Bands (920) 822-6828 dtbusch@pulaskischools.org</p>	<p>Mr. Guerrero Assistant Director of Bands/Director of Jazz Studies (920) 822-6827 maguerrero@pulaskischools.org</p>	<p>Mindy Jensen Music Booster President (920) 604-2280 mmjensen59@gmail.com</p>
<p>Jen Rhoades Music Booster Vice President jstachura@aol.com</p>	<p>Lisa Voelker Music Booster Treasurer (920) 822-1045 lisa@thevoelkers.com</p>	<p>Lisa Evenson Music Booster Secretary (920) 562-5202</p>
<p>Bill and Debbie Larschied Musical Equipment Team (MET Force) Coordinators Debbie- (920) 639-1806 Bill- (920) 639-1821</p>	<p>Crystal Wagner Color Guard Advisor (920) 680-2741</p>	<p>Stephanie Rodgers Percussion Coach (920) 606-4085</p>
	<p>Gloria Morgan PHS Uniform Manager (920) 655-8109</p>	

Pulaski High School Instrumental Music

Handbook Agreement

Please sign and return this page to Mr. Busch by June 7th, 2019

Student Name: _____

By signing below I verify the following:

I, as a student in the Pulaski High School Bands, have read the PHS Bands Handbook. I support and understand the policies outlined in the Handbook and will do everything in my power to abide by the policies and practices outlined.

(Student Signature)

By signing below I verify the following:

I, as a parent or guardian of a student in PHS Bands, have read the PHS Bands Handbook. I support and understand the policies outlined in the Handbook and will do everything in my power to encourage my child to do the same.

(Parent Signature)