

Adlai E. Stevenson High School



# Band Handbook

## 2018-2019

**Sonny Petway, Caitlin McGovern, Maddie Vogler**  
Directors

**[www.d125.org/band](http://www.d125.org/band)**

# Welcome!

This handbook contains important information for all members including our performance calendar, curriculum, attendance policy, and grading policy. We ask that both parents and students become familiar with all of the materials. Please keep the handbook easily accessible for a quick reference throughout the year.

In addition to understanding the materials covered in the handbook, students are also responsible for information that is shared in class, on Google Classroom, on our website (d125.org/band) and through our email list. Parents and students should subscribe to that list:

- *Send an email* addressed to: shs\_band+subscribe@d125.org
  - Be sure to write "subscribe" in the Subject line; and write "subscribe" in the email itself
  - Follow the instructions on the subscription page; a confirmation of your subscription will be sent automatically.

Students can also sign up to receive text message updates from our SHS Band 2018-2019 Remind List:

- *Send a text message to: 81010*
  - Write "kc9chc" in the message text box
- *OR try texting @kc9chc to (224) 301-2176*
- *OR visit this link: [www.remind.com/join/kc9chc](http://www.remind.com/join/kc9chc)*

Finally, an online version of our calendar can be found here: <https://bit.ly/2vT8Mps>

If you have any questions at any time concerning the contents of this handbook or anything else about our band program, please do not hesitate to contact the directors. We look forward to a great year!

Sincerely,

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# 2018-2019 Stevenson Band Calendar of Events

**8/8/18 version-SUBJECT TO CHANGE**

**The following rehearsals and performances are REQUIRED EVENTS unless otherwise noted:**

| <u>Date</u>   | <u>Day</u>       | <u>Event</u>   | <u>Time</u>    |
|---|------------------|--|----------------|
| 8/13  | Monday           | Marching Rehearsal, Football Stadium                                   | 6:00pm-9:00pm  |
| 8/14  | Tuesday          | Marching Rehearsal, Football Stadium                                   | 6:00pm-9:00pm  |
| 8/21  | Tuesday          | Exhibition Night   | 6:00pm-9:00pm  |
| 8/24  | Friday           | Football Game (Night of Champions)                                     | 6:00pm-10:00pm |
| 8/28  | Tuesday          | Picture Night and Parade Practice, Football Stadium                    | 6:00pm-9:00pm  |
| 9/2   | Sunday           | Buffalo Grove Days Parade  | TBA            |
| 9/4   | Tuesday          | Marching Rehearsal, Football Stadium                                   | 6:00pm-9:00pm  |
| 9/11  | Tuesday          | Marching Rehearsal, Football Stadium                                   | 6:00pm-9:00pm  |
| 9/21  | Friday           | Football Game (8th Grade Band Night, Homecoming)                       | 3:25pm-10:00pm |
| 10/2  | Tuesday          | Marching Rehearsal, Football Stadium                                   | 6:00pm-9:00pm  |
| 10/5  | Friday           | Football Game (Band Senior Night)                                      | 6:00pm-10:00pm |
| 10/15   | Monday           | Marching Rehearsal, Football Stadium                                   | 6:00pm-9:00pm  |
| 10/19   | Friday           | Football Game  | 6:00pm-10:00pm |
| Additional performances may be added for Marching Band at Playoffs. <i>Every band member</i> will attend all playoff games. Attendance is required. Possible playoff dates include: <u>Fri-or-Sat 10/26 or 10/27, Fri-or Sat 11/2 or 11/3, Fri or Sat 11/9 or 11/10, Fri-or-Sat 11/16 or 11/17, Sat 11/24</u> |                  |  |                |
| 10/29   | Monday           | Chamber Concert ( <i>Honor Band and Advanced Symphonic Band Only</i> ) | 6:30pm         |
| <b>12/3</b>   | <b>Monday</b>    | <b>Band Concert (CB, SB and ASB Only)</b>                              | <b>7:00pm</b>  |
| <b>12/4</b>   | <b>Tuesday</b>   | <b>Band Concert (7th Period FB, 8th Period FB and HB Only)</b>         | <b>7:00pm</b>  |
| 1/15  | Tuesday          | Consortium Band Concert ( <i>Freshman Band and Honor Band Only</i> )   | 7:00pm         |
| 2/5   | Tuesday          | Consortium Jazz Concert (Jazz Bands Only)                              | 7:00pm         |
| 2/14-2/18   | Thu-Mon          | Disney Trip!   | TBA            |
| <b>2/26</b>   | <b>Tuesday</b>   | <b>Winter Band Concert (7th Period FB, 8th Period FB and ASB Only)</b> | <b>7:00pm</b>  |
| <b>2/27</b>   | <b>Wednesday</b> | <b>Winter Band Concert (CB, SB and HB Only)</b>                        | <b>7:00pm</b>  |
| 3/9   | Saturday         | Solo & Ensemble Contest ( <i>Optional</i> )                            | TBA            |
| 4/5   | Friday           | Evening of Jazz ( <i>Jazz Bands Only</i> )                             | 7:00pm         |
| 4/11  | Thursday         | Small Ensemble Concert   | 7:00pm         |
| 4/16  | Tuesday          | Percussion Ensemble Concert  | 7:00pm         |
| <b>4/22</b>   | <b>Monday</b>    | <b>Spring Awards Concert (7th Period FB, 8th Period FB, CB Only)</b>   | <b>7:00pm</b>  |
| <b>4/23</b>   | <b>Tuesday</b>   | <b>Senior Dinner &amp; Spring Awards Concert (SB, ASB and HB Only)</b> | <b>7:00pm</b>  |
| 5/24  | Friday           | Graduation ( <i>Select Students Only</i> )                             | TBA            |

**\*This calendar is subject to changes and revisions.** Call Times will be announced in class prior to each performance. Please note days-of-week for each rehearsal & performance.

## **Philosophy & Goals**

The Stevenson High School Band Program seeks to provide all of its students with opportunities to grow **individually, cognitively** and **socially** through shared musical experiences. We believe that these experiences develop values that will benefit students not only in their high school careers, but throughout their lifetimes.

OUR VISION:

### **Integrity**

*Through daily interactions, we seek to develop sound personal character.*

### **Excellence**

*As musicians and citizens, we aspire to make excellence a habit in all that we do.*

### **Family**

*Through shared social experiences, we strive to create lasting and meaningful relationships.*

## **Curriculum**

At Stevenson High School, the Concert Band Program is the central music learning experience for all instrumentalists. This program consists of our 6 curricular ensembles: Freshman Band (2 sections), Concert Band, Symphonic Band, Advanced Symphonic Band and Honor Band.

Our curriculum for each of these ensembles utilizes the Comprehensive Musicianship through Performance Model (CMP) as a framework for teaching, learning and assessing. The CMP Model emphasizes the literature selection process in determining learning outcomes for students. Therefore, in this model, the *literature* is the curriculum. It is intentionally selected for each ensemble on an annual basis with specific musical outcomes in mind. The CMP Model also aligns with the expectations established by the Illinois Arts Learning Standards. The process for teaching, learning and assessing is outlined below:

## **Course Descriptions**

Course Descriptions for each ensemble can be viewed online at the links below.

- [Freshman Band](#)
- [Concert Band](#)
- [Symphonic Band](#)
- [Advanced Symphonic Band](#)
- [Honor Band](#)

## **General Policies & Procedures**

In accordance with Stevenson High School Policy, all rules and regulations described in the Stevenson Student Guide Book apply not only to the classes held during the school day, but also all after school practices and rehearsals. It is expected that all Band will understand and follow those guidelines.

## **Attendance Policy**

It is expected that students will make attendance at band events a priority. However, conflicts with these events will occasionally occur for individuals. The scenarios listed below are examples of conflicts that will result in Excused, Modified or Unexcused Absences from Band Performances and Marching Band Rehearsals. Students are expected to demonstrate responsible decision making by contacting the Director of their ensemble as soon as they become aware of the anticipated absence. **Please note that possible scenarios are not limited to this list, and the ultimate decision regarding grading is at the discretion of the Directors.**

## Band Performances

| Excused  | Modified  | Unexcused   |
|--|---|---|
| Religious Holidays<br>Weddings<br>Funerals<br>Personal Illness<br><i>*Doctor's Note Required</i><br>Family Emergency<br>College Interviews | Leadership Conferences<br>Youth Orchestra Performance<br>College Sport Try Out<br>*SHS Athletic Games (see below)<br>*SHS Competitive Team Events (see below) | Work<br>Volunteering<br>Youth Orchestra Rehearsal<br>SHS Athletic Practice<br>Club Sport Practice<br>Club Sport Games<br>College Visits<br>Family Event |

**\*SHS Athletic Games and Competitive Team Events:** It is the student's responsibility to communicate with coaches and the Band Directors as needed to resolve conflicts that arise with SHS Athletic Games or SHS Competitive Team Events (Model UN, Science Olympiad, Scholastic, etc.). Students must notify their Director of such conflicts in a timely manner.

## Band Rehearsals (Outside of School)

| Excused  | Unexcused   |
|--|---|
| Religious Holidays<br>Weddings<br>Funerals<br>Personal Illness<br>Family Emergency<br>SHS Athletic Games<br>SHS Competitive Team Events<br>Youth Orchestra Performance<br>College Interviews | Leadership Conferences<br>College Sport Try Out<br>Work<br>Volunteering<br>Youth Orchestra Rehearsal<br>SHS Athletic Practice<br><i>*Students are expected to coordinate their attendance so that they can be at both Athletic Practice and Marching Band Rehearsal.</i><br>Club Sport Practice<br>Club Sport Games<br>College Visits<br>Family Event |

## Grading Policy

Grades will be determined from an average of the three categories listed below. Categories are weighted as indicated:

| Performance (45%)  | Responsibility (45%)   | Written Assessments (10%)  |
|--|--|--|
| Individual Playing Assessments<br><br>End of Year Performance Assessment (Final Exam)<br><br><a href="#">Performance Assessment Rubric</a> | Weekly Assessment<br>-Points earned each week<br>-*See pg. 6<br><br>Performances<br>-Marching Band Performances<br>-Fall, Winter and Spring Concerts | Written Assessments<br><i>Students will complete occasional in-class written assignments to supplement the performance curriculum</i><br><a href="#">Written Assessment Rubric</a> |

### \*Responsibility Category

Students will have the opportunity to earn points each week towards their responsibility grade. The number of events within a given week will determine the total number of points possible. The following list is ways in which students can earn points. Please note that this is not a comprehensive list. It is at the directors' discretion to add or take away items from the list below:

| 1 point per Day  | 10 points per Event  | 40 points per Event   |
|--|--|---|
| Daily In-Class Participation<br><i>It is expected that students will participate fully in daily rehearsals. This includes having necessary materials (instrument, music, etc.) and consistent engagement with class content.</i> | On Time for Call Time<br>Rehearsals<br>Performances<br>Uniform Care and Maintenance<br>Marching Band Uniform<br>Concert Band Formal Wear<br>Marching Rehearsal Materials<br>Instrument<br>Dot Book<br>Tennis Shoes | Attending Rehearsals<br>Marching Band<br>Attending Performances<br>Marching Band Performances<br>Fall, Winter and Spring Concerts |

Full responsibility points will be given if a student has a pre-approved **excused absence** from a rehearsal or performance. If a student has a **modified absence**, points will not be earned until the student completes the required make-up work assigned by the directors. Any student with an **unexcused absence** will not be given responsibility points and will not be allowed to make them up.

### Modified Absences for Performances

A student who makes a long-term prearrangement with the Band Director for an absence from a scheduled band activity because of unusual and extenuating circumstances may, at the Director's discretion, be allowed to make up penalties for missing required activities. Points deducted as a result of an excused absence from a performance can be made up in the following manner: 1) 3hrs of service work for the Band Program for every performance missed. -or- 2) See directors for possible alternative makeup projects.

### Marching Band Guidelines

Every member of the Stevenson Band Program is required to participate in Marching Band. Students are expected to attend all home football games, the Buffalo Grove Days Parade, and any other community events that may be scheduled during the first semester. *In addition, all students are required to attend home play-off football games.*

*Some students will also be assigned to away play-off game performances that may occur during the season.* Students who are unable to attend an assigned away play-off game date are responsible for arranging a substitute (of the same instrument). Students who miss a game without having a substitute will not receive points for that performance.

### Semester Grade

The Semester Grade will be an Average of the 3 Six Weeks Grades and the Final Exam Grade. The Final Exam will therefore count for 25% of the Semester Grade.

### Grading Scale

|            |           |           |           |         |
|------------|-----------|-----------|-----------|---------|
| 97-100= A+ | 87-89= B+ | 77-79= C+ | 67-69= D+ | 0-59= F |
| 94-96= A   | 84-86= B  | 74-76= C  | 64-66= D  |         |
| 90-93= A-  | 80-83= B- | 70-73= C- | 60-63= D- |         |

## **Individual Performance Assessments**

### **Scale Assessments (Student Learning Objectives)**

- Students in each ensemble will complete several performance assessments on scales throughout the year. The content and rigor of the assessments will be based on course enrollment. Video recordings of required scales will be created and submitted by the student on Google Classroom. Scales will be graded using the [Performance Assessment Rubric](#)

### **Mid-Year Band Performance Final & Chair Placement Auditions**

- ALL band members are required to do a Performance Final in the Fall of each year.
- The Fall Performance Final will be graded as part of the Final Exam.
- The Fall Performance Final will also be used as a contributing factor in Chair Placements for the Spring Semester (along with Directors' assessment of **daily** performance, participation and responsibility).
- The Fall Performance Final score sheet will reflect focus scores drawn from the [Performance Assessment Rubric](#)
- The Fall Performance Final will consist of scales, a prepared etude and sight reading.

### **Year-End Band Performance Final & Band Placement Auditions**

- ALL band members, other than graduating seniors, are required to do a Performance Final in the Spring.
- The Spring Performance Final will be graded as part of the Final Exam.
- The Spring Performance Final will be used as a contributing factor in Course Placements for the following year (along with Directors' assessment of **daily** performance, participation and responsibility). Current band placement has no bearing on placement for the following year.
- The Spring Performance Final score sheet will reflect focus scores drawn from the [Performance Assessment Rubric](#)
- Students may choose between 2 levels of material for their Performance Final:
  - Any student seeking placement in **Honor Band, Advanced Symphonic Band or Symphonic Bands** must play the **Level 2 Final**. This includes...
    - Excerpts from the coming year's IMEA All-State Etudes (two etudes)
    - The GMEA Scale Sheet (Major and Natural Minor)
    - Sight reading
  - Any student seeking placement in **Concert Band** may choose to play the **Level 1 Final**. This includes...
    - 2 contrasting etudes provided by the Directors
    - The GMEA Scale Sheet (Major Only)
    - Sight reading
- If a student is not yet ready to do well on the Level 2 music, it is recommended that they choose Level 1
- Choosing to perform Level 2 music does not ensure a placement in Honor Band or Advanced Symphonic Band.
- Directors are available to assist as needed with music level selection



## **Co-Curricular and Other Band Activities**

### **Jazz Bands (Co-Curricular)**

Jazz ensembles are co-curricular (not-for-credit) activities which meet outside of the school day. In order to become part of the jazz program, you must record and submit a video audition by Friday, August 24th at 11:59pm to Ms. Vogler's email (mvogler@d125.org). Audition materials can be found in the google drive folder for Stevenson Jazz Auditions 2018-2019. This audition will qualify you for either Jazz Lab Band, Concert Jazz Band, or Jazz Ensemble. It will also qualify you to be a member of one of the jazz combos if you so choose. All students who participate in the audition process will be accepted into a jazz group. Contact Ms. Vogler for more information (mvogler@d125.org).

### **Jazz Lab Band - Rehearsals Tuesdays and Thursdays, 3:30pm-4:30pm**

Jazz Lab Band is a large ensemble for developing jazz students. Any instrument can be played in this group. This group has three concerts during the year and will also perform at school and in the community.

### **Concert Jazz Band - Rehearsals Mondays and Wednesdays, 3:30pm-4:30pm**

Concert Jazz Band is a large ensemble for intermediate jazz students. This group uses traditional jazz instrumentation (saxophone, trombone, trumpet, guitar, piano, bass, drums). Concert Jazz Band has three concerts during the year and will also perform at school and in the community.

### **Jazz Ensemble - Rehearsals Tuesdays 5:15pm-6:30pm and Thursdays 5:15pm-7:00pm**

Jazz Ensemble is a large ensemble for more advanced jazz students. This group uses traditional jazz instrumentation (saxophone, trombone, trumpet, guitar, piano, bass, drums). Jazz Ensemble has three concerts during the year, attends one jazz festival, performs at school and in the community, and goes to a professional studio in Chicago to record.

### **Jazz Combos - Rehearsals Mondays and Wednesdays, 4:30pm-5:30pm**

Jazz Combo are small ensembles for students who are interested in working on improvising. Students will be placed into a combo based on their experience with improvisation. Depending on the group they are placed into, students will attend rehearsals Mondays **OR** Wednesdays.

### **Pep Band (Co-Curricular)**

All members of the band program are eligible to volunteer for Pep Band. Students who choose to participate in Pep Band must perform at a minimum of 9 out of the 12 games on the schedule (shared in early fall). Contact Mrs. McGovern for more information (cmcgovern@d125.org)

### **Flute Choir (Co-Curricular)**

Flute Choir is open to any interested flutist who is currently enrolled in a Band course. This ensemble offers an opportunity for our flutists to explore large-ensemble flute choir music which includes piccolo, flute, alto flute & bass flute. Flute Choir meets each Tuesday from 7:30-8:20 am in the Choir Room. Flute Choir performs before some of the regularly scheduled Band concerts, and at Solo & Ensemble Contest, as well as other occasions that may come up during the year. Contact sponsor Nancy Karlin (nkarlin@d125.org) for more information.

### **Clarinet Choir**

Clarinet Choir is open to any interested clarinet player who is currently enrolled in a Band course. This ensemble performs at various occasions throughout the year. Contact sponsor Claire Werling (cwerling@d125.org) for more information.

### **Saxophone Ensemble**

Saxophone Ensemble is open to any interested saxophone player who is currently enrolled in a Band course. This ensemble performs at various occasions throughout the year. Contact sponsor Andy Carpenter (acarpenter@d125.org) for more information.

### **Brass Choir (Co-Curricular)**

Brass Choir is open to any interested brass player who is currently enrolled in a Band course. They perform at various occasions throughout the year. Contact sponsor Sean O'Donnell (sodonnell@d125.org) for more information.

### **Percussion Ensemble (Co-Curricular)**

Percussion Ensemble is open to any interested percussionist who is currently enrolled in a band course. This ensemble meets each Tuesday from 6:45-9:00pm in the Band Room. Percussion ensemble offers an opportunity for our percussionists to develop their technical skills in a small ensemble setting. They present an annual concert in the Spring. Contact sponsor Will Cooley (wcooley@d125.org) for more information.

### **Northshore Honor Band**

The Northshore Honor Band is a performance opportunity for Northshore Chicago-area high school students. Two grade-level ensembles are assembled based on director nomination to fill the instrumentation in Freshmen/Sophomore and Junior/Senior bands. These students get to work with accomplished guest conductors in two extended rehearsals followed by a concert.

### **Illinois Music Educators Association (ILMEA) District & All-State Band**

Every year, the Illinois Music Educators Association hosts music festivals for band, choral and orchestral musicians. Auditions to participate in these ensembles take place at Stevenson during the second week of October (see calendar for date). Audition Entry Fees will be paid by the Band Program. The number of students allowed to audition per school is limited. There will be a pre-audition screening in mid-September to select the candidates from Stevenson who will advance to District auditions. Students who are chosen for an All-District ensemble must participate in the November festival (see calendar) to become candidates for the All-State ensembles. All-State placement also depends upon on student's grade level, chair placement, and instrumentation needs throughout the state. Final All-State results are shared in December. Students who are selected to participate will perform at the Illinois Music Educators Conference in Peoria in late January.

### **Stevenson High School Solo & Ensemble Contest**

All band students are encouraged to enter the Stevenson High School Solo & Ensemble Contest held in early March (see Calendar of Events). Students who enter this contest perform for highly-qualified adjudicators for direct instruction and written comments. Applications for entries are collected in January, at which time students declare personnel for ensembles. The application includes entry fees (\$10.00 per Solo; \$5.00 per Ensemble Member) which are paid by the student. Students who are performing accompanied solos are also responsible for paying fees for their piano player (\$50). Accompanists' fees cover their preparation time, two rehearsals with the student and their performance time.

### **Private Music Lessons**

All students interested in getting the greatest enjoyment from their involvement in Stevenson's music ensembles are encouraged to supplement their classroom experience with private music lessons. Enrollment in private lessons greatly enhances individual technique and performance skills, and is strongly recommended by the music faculty.

The Music Department has arranged for highly-qualified professional instructors to offer individual lessons at Stevenson before, during, and after the regular school day. Lessons are taught at Stevenson High School in the Music Department facilities.

Lessons during the school day (periods 1-8) may be either a half-period (\$24/lesson) or a full-period (\$48/lesson). Lessons may occur during the student's music ensemble class, study hall/advisory, or unscheduled period.

Lessons scheduled before or after school can be 30, 45, or 60 minutes, and cost \$28, \$42, or \$56 per lesson respectively. Before-school lessons may occur from 7:30-8:00 am, and after-school lessons from 3:30-7:30pm.

If you are interested in taking lessons, complete all information on the Private Music Lesson Application Form and turn it into your SHS Music Teacher or Private Teacher by the end of the first week of school. The application is available online at: [www.d125.org/academic/divisions/fine-arts/music/private-music-lessons](http://www.d125.org/academic/divisions/fine-arts/music/private-music-lessons) All fees, scheduling, etc. will then be handled by the Private Teacher and the PREP office.

## **Equipment, Fees & Supplies**

### **School-Owned Instruments**

Some students may be issued school-owned instruments for use at home and/or at school. These instruments must be signed out through the Band Office. When signing out an instrument, a record will be kept of: the brand, model, and serial number of the instrument; the condition of the instrument; any accessories that have been checked out along with that instrument.

When a student checks out a school-owned instrument, he/she accepts full responsibility for that instrument. In the event of any damage to the instrument, the student will be responsible for paying for repairs (though the Director will send the instrument into the repair facility). In the event of loss or theft or excessive damage, the student will replace the instrument with one of the same brand and model. *Students are strongly encouraged to insure their school-owned instrument.* (See "Instrument Insurance" section). The student must also purchase and use all maintenance and cleaning supplies (oil, pad savers, swabs, brushes, cloths, etc.).

### **Instrument Insurance**

Every band member who uses a school-owned instrument is responsible for the replacement cost of that instrument. (A letter stating replacement value will be given to you upon request; useful in obtaining coverage w/ agent.) *All Band members are encouraged to properly insure their instrument.* Comprehensive musical instrument insurance is available through several sources that can be found on the web, including Music Agency, Inc. Students & their families deal directly with the insurance company which offer a policy that insures the instrument against theft and damage - including accidental damage to the instrument, even that done by the student. Alternately, families should consult their insurance agents and inquire about the need to "list" musical instruments in their homeowner's coverage, or to purchase a "rider" for that coverage. In most cases, homeowner's policies will only insure an instrument from theft or fire damage. Stevenson does not provide any insurance coverage for instruments checked out to students (exception: theft from locked band locker / locked band room).

### **Marching Band: Required Fees and Supplies**

The following fees and supplies are required for all band students. Once purchased, many of the supplies may be used for all 4 years of participation. All fees must be paid online only. Information about payments and deadlines will be shared by mail each Spring.

#### **Freshman Member Fee: \$129.00**

- Band Parent Organization Operations
- Additional Staff
- Marching Uniform and Formal Wear dry cleaning
- Marching uniform gloves for winds & brass
- Mallet fee for percussionists
- Marching uniform shoes
- Marching music holder (flip folder)
- Marching Band Polo Shirt (*\*Provided FREE by the Stevenson Band Parents' Organization*)

#### **Returning Member Fee: \$84.00**

- Band Parent Organization operations
- Additional staff
- Marching Uniform and Formal Wear dry cleaning
- Marching uniform gloves for winds & brass
- Mallet fee for percussionists

Information about purchasing replacement items for the coming fall (marching shoes, polos, flip folders, etc.) will also be shared at the end of each school year. In addition to the items listed above, students are responsible for providing a black t-shirt and black socks as part of their Marching Band Uniform.

## **Marching Band Uniform Wear & Care**

### *Wearing of the Uniform:*

Students must be aware that the uniform is a symbol of Stevenson High School. The uniform must be worn correctly at all times as a matter of pride and distinction. Whenever the band is in the public eye, the full uniform must be worn performance ready. This includes pre-performance warm-ups, breaks, and post-performance time in view of the public. Please await director instructions before removing any uniform items.

### *Game Day Marching Uniform Requirements:*

**Pants:** Loose at waist, held up by suspenders; length: just touching tip of shoes, no bend in the front crease.

**Socks:** Plain, solid BLACK, crew length (mid-calf height), no designs. This item must be provided by the student.

**Shirt:** BLACK, round crew-neck collar t-shirt (no polos or V-necks). This item must be provided by the student.

**Shoes:** Clean, black marching shoes purchased through the band department.

**Shako (Hat) in case:** Worn level, not tilted. Hair shoulder length or longer must be worn up inside shako.

**Gloves and gauntlets:** Must be kept with all other uniform items.

### *Pre-Game Uniform Check:*

Uniforms will be checked at each performance. **Students are must have all required items for each game.** Those who do not have all of their required items will not receive their Responsibility Points for that performance. Students who are missing a t-shirt or socks may purchase them from the BPO that day for \$3.00 (cash only). Students are missing other uniform items will receive a replacement for that performance. They are responsible for returning **all** items that have been checked out to them by the end of the season.

### *Post-Game Uniform Care:*

**Uniforms must be removed from garment bags and aired out after each game.** Hang uniform on the coat hanger provided. Inspect it carefully for dirt and stains. Open the shako case and empty it of dirt, crumbs, etc. Wipe off shoes with a damp cloth.

### *Annual Cleaning:*

The Marching Band Fee covers one end-of-season cleaning for the uniforms. If additional cleaning is needed, students may have their uniforms **professionally laundered** between games. Gloves may be machine-washed. Please used one of the approved cleaners listed below:

**ABC Cleaners** at Buffalo Grove Rd. & Aptakisic Rd.

**Zengeler's Cleaners** in Long Grove near Sunset Foods

### *Returning Uniforms:*

Marching uniforms will be returned at the end of each season on a date determined by the directors. Failure to return uniforms on the date specified could result in assessment of full replacement cost as noted in the list below.

|                              |          |  |              |
|------------------------------|----------|--|--------------|
| Marching Uniform Pants.....  | \$249.00 | Gauntlets.....   | \$99.00/pair |
| Marching Uniform Jacket..... | \$489.00 | Hanger.....  | \$2.00       |
| Shako (Hat).....             | \$88.00  | *Garment Bag.....                                      | \$18.00      |
| Shako Box.....               | \$25.00  | <i>*May be returned with formal wear in the Spring</i> |              |

## **Concert Season Formalwear Wear & Care**

Tuxedos jackets and pants will be provided for all male students. This formalwear will be worn for all performances during the concert season. A white tuxedo shirt, black bow tie and black cummerbund are also required. They may be purchased independently or through the band office in the Fall. Black crew-length dress socks and black formal shoes are also required.

Female students must wear black formal concert attire of their choice. Pants or skirts must be ankle length. Shoes must be close-toed. Sleeves must at least come to the elbow. Dresses are still available for check out from the Directors if needed.

### *Alterations:*

**Permanent hems on tuxedo pants should not be removed or altered.** If temporary alterations are needed, please use large basting stitches for easy removal. Any alterations that are made need to be returned to their original length when they are turned in or a \$15.00 fee will be assessed.

### *Returning Formalwear:*

Tuxedo jackets and tuxedo pants will be returned at the end of each school year on a date determined by the directors. Failure to return uniforms on the date specified could result in assessment of full replacement cost as noted in the list below

|                    |         |                   |         |
|--------------------|---------|-------------------|---------|
| Tuxedo Pants.....  | \$26.00 | Hanger.....       | \$2.00  |
| Tuxedo Jacket..... | \$56.00 | *Garment Bag..... | \$18.00 |

## **Travel & Transportation**

### **District 125 General Transportation Policy**

All students are expected to ride the bus to and from any field trip destination. In the event the student will need to use transportation other than the bus provided by Stevenson, the sponsor must have a written notice from the student's parent/legal guardian relieving the sponsor and District 125 of any liability. Beyond these, Band and Color Guard students will generally be required to ride the bus to any performance to ensure the timely arrival of all members for pre-performance preparation. When your student will need alternate transportation after a performance, please write and sign a brief note including: Date; Event; Student name; who will drive the student (Students may not drive themselves to or from any school related activity), and send it to the Directors (to school with your student is fine). This may be turned in at any time prior to the event or even at the event. The adult who is picking up the student must present an ID before the student can be released. *Please refer to the Co-Curricular Code of Conduct for further information.*

### **Band Trip Fundraising**

Biennially, the members of the Stevenson Bands participate in an out-of-town performance trip. All students are provided the opportunity to raise all necessary funds for any trip through school-sponsored fundraising activities. Any student who fails to raise sufficient funds through such projects will have to make up the difference out of his/her own money in order to participate in the trip.

All profits earned by an individual student in a fund-raising project will be deposited with the Band Parents' Organization, and credited to that student's individual account. These funds will accumulate through the year, and may only be used for trips or other Band/Color Guard related activities approved by the BPO and the Directors. Funds will carry over from year to year; No transfer of funds between students will be allowed, except within the same family; Unused funds remaining in accounts of graduating seniors or students moving out of the district will be moved into the General Account of the Parents' Organization.

If a student is unable to attend a trip he/she had been saving for, personal money that was deposited in the individual account (i.e. funds other than those raised through school-sponsored projects) will be refunded with the exception of any amounts arising from non-refundable costs (such as: airline tickets already purchased; student's share of bus costs; any other non-refundable expense incurred before the student withdrew from participation in the trip). No money earned in a school-sponsored project can be refunded- only saved in the account as described above.

### **Band Trip Chaperone Selection**

When the Band or Color Guard travels, Parent Chaperones may be chosen to help. The following Chaperone Selection Criteria have been established by the Directors and the Band Parents' Organization:

- Chaperones will be selected by the Band Directors, the Executive Board of the BPO, and the Chairperson(s) of the Chaperone Selection Committee.
- At least one chaperone slot is reserved for a Stevenson High School Dean or other administrator.
- The chaperones shall be active members as defined in Article II, Section 1 of the By-Laws of the Parents' Organization.

- Chaperones will be chosen based on the amount of service given to the Organization.
- Chaperones should not bring their family members other than chaperoning spouses.
- District 125 requires background checks on chaperone applicants.

## **Miscellaneous**

### **P.E. Waiver for Band Courses**

Students enrolled in any Band class may waive their PE requirement for 1st Semester (due to State-approved waiver for participation in Marching Band). Students who wish to exercise this waiver should work with their counselors to incorporate this option into their course selections.

### **Grade Point Waiver for Music Courses**

All Music Department performing classes (Bands, Choirs, Orchestra, Guitar) earn Grade Points at the Regular level. Seniors who are enrolled in Honor Band earn Accelerated Level Grade Points if they have been in the program for 3 years. A GPA Waiver Form must be completed and given to your counselor if: You want credit for the Music Class you are taking, but *do not* want the grade for the class figured into your overall Grade Point Average. (This option is for students who generally earn straight A's and take [almost] all Honors & AP courses. This form must be completed and turned in to the counselor with both a student and parent signature by the end of the first 6 weeks. The status of your credit cannot be changed beyond that time. GPA Waiver Forms are available in the counselor's offices.