Dear Students and Parents:

**CONGRATULATIONS** on your decision to be a part of the Coventry High School Band Program. It is with great excitement and anticipation that we welcome you to the Coventry High School Bands. The band program at Coventry has an outstanding reputation of excellence, and the staff is looking forward to working with all of you in another successful year.

This booklet is designed as a guide for both parents and students to give specific details concerning all aspects of the Coventry High School Marching and Concert Band Programs. In reading this, we hope to eliminate student misunderstanding and/or misconduct by providing a reference for all band policies. It is imperative that every student/parent read this document and understand our procedures.

The goals of our program are to: develop musical performance skills, demonstrate and apply these skills in a marching and concert band setting, develop leadership skills, learn to work together toward a common goal, foster a positive attitude, to conduct ourselves as a 1st class organization, and finally, to enjoy ourselves and have fun in the process.

Musically Yours,

The Coventry Instrumental Music Department

Website – www.coventrybands.com
Email Address – coventryhsbands@gmail.com or awelker@coventryschools.org
Text Alerts –
Description of Student Leadership Roles

Field Commanders

Field Commanders, because of their position, should serve as role models to all members of the band. In many instances, their standards must be set higher to achieve the goals of leadership and respect. Once leadership and respect are earned, the Field Commanders should not hesitate to assume authority in the absence of the directors.

Leadership Team Members

The Leadership Team and Field Commanders are a group of students who are VITAL to the success of the Coventry Band Program. Primary responsibilities include: helping to teach the halftime show to members of their section, being a role model for the entire band, calling sectionals, judging music checks, and taking attendance for their section. The Leadership Team is also responsible for making sure every member of the Coventry High School Marching Band comes to rehearsals with flip folders, charts, and coordinate sheets.

Band Members

A Coventry High School Band Member is a student who has, by choice, committed and dedicated himself/herself to the objectives of the band program. A band member should always strive to be a successful part of the band. ALL band members (including leaders) should set a goal of having perfect attendance throughout the summer and for afterschool. Your attendance is crucial to the success of our program!
# CHSMB Band Fees

<table>
<thead>
<tr>
<th>Pay to Play Fee</th>
<th>Band Parent Association Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Pay to CHS Main Office)</td>
<td>(Sent to PO Box listed below)</td>
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<tr>
<td><strong>$25</strong></td>
<td><strong>$170</strong></td>
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</tbody>
</table>

Pay this directly to the High School Office once school starts. DO NOT PAY THIS FEE OVER THE SUMMER. Mrs. Haag can collect it the first few weeks of school. 😊

<table>
<thead>
<tr>
<th>Band Fee</th>
<th>Marching Shoes</th>
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<tbody>
<tr>
<td>($50 due by May 24, 2019)</td>
<td>All members of the marching band must have BLACK Dinkles. If you don’t have these shoes, you’ll need to buy a pair. All returning members should still have theirs (we hope).</td>
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| Total Band Fee Cost (if shoes are needed) | **$205** |

These band fees are paid to cover expenses needed by the ensembles at Coventry High School. Unfortunately, we are not a funded organization. Please be sure to pay your fees so we can continue to provide a quality instrumental music education to the students of Coventry High School.

2019 Band Fees MUST be MAILED in to the Coventry Band Parents Association PO Box. **NO** band fees will be accepted in person! These fees must be MAILED in by: **Friday – July 26, 2018**. Checks should be made payable to: **Coventry Band Parents Association**.

Mail 2018 Band Fees To:

Coventry Band Parents Association
PO Box 19205
Akron, Ohio 44319
**General Information**

**Music**: Every wind and percussion player is issued all music per show. ALL show music is expected to be memorized and a memorization check will take place during scheduled times. Failure to prepare music will result in a lowering of your grade and alternate status until music is learned.

You will be given **ONE** copy of your music, coordinate sheets, and drill charts. These items are to be kept in flip folders at all times. Should you lose your music, coordinate sheets, and/or drill charts, a charge of $1 will be charged per copy. However, if any of these items are damaged due to weather (rain, wind, snow, etc.) we will provide replacement copies.

All students (excluding percussion) are required to bring a flip folder and lyre to every rehearsal and performance. Flip folders can be purchased at any local music store.

**School owned instruments** should be treated as if they are your own. **Students using school owned instruments will be responsible for any damage due to negligence. Students must pay a NON-REFUNDABLE rental fee on ALL school owned instruments.** Fees are as follows:

- Flute - $25
- Clarinet - $25
- Oboe - $30
- Bassoon - $40
- Bass Clarinet - $35
- Tenor Saxophone - $35
- Baritone Saxophone - $40
- French Horn/Mellophone - $40
- Trombone/Bass Trombone - $40
- Baritone/Euphonium - $40
- Tuba/Sousaphone - $40
- Percussion - $60

**Instrument fees are NOT** a punishment. Unfortunately, maintaining an instrument costs a lot of money. Over the years, we have been unable to maintain our instruments properly. These fees will go towards repairs and prolonging the life of our equipment.

**ALL School Owned Instrument Fees are due by Monday August 5, 2019. Please turn these fees in SEPARATELY from your band fees!!!**

**Marching Uniforms**: All members must provide their own marching band shoes, a **Coventry Marching Band T-Shirt, BLACK socks, and BLACK gloves.**

The Coventry Marching Band also uses **BLACK** marching band shoes. You will need to purchase a pair of these shoes through the Band Parents Association. They are expected to be clean at all times!

**Concert Uniforms**: Students MUST wear all black. Black dress shoes are also REQUIRED. Ladies should plan on wearing tights or panty hose with skirts/dresses.

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**Use of Band Room Facilities**

**Band Room**: Every effort should be taken to keep the rehearsal rooms, practice rooms, storage rooms, and individual instrument areas **NEAT and CLEAN**. Instruments should be kept in CLOSED and LATCHED cases at all times. Students are **NOT** permitted to keep any “non-band” items in their lockers. Non-band students are **NOT** permitted in the band room at any time. Any non-band student in the band room will be asked to leave. **NO** food is permitted in the band room! The band room is open to band members only, anyone not is band is **NOT** permitted to be in the band room!

**Storage**: Instruments and music should be kept neatly in designated areas. **These areas ARE NOT** to be considered storage for books and school supplies.
Attendance/Grading Policy

A. Procedure for missing a rehearsal or performance due to illness

Absences at rehearsals and performances affect the entire band. All absences must be reported with an email ahead of time. Reporting an absence does not necessarily mean the absence will be counted as “excused”. Please put “ABSENCE” as the subject line in your email. This makes it easier on the administrative end.

B. Rehearsals

The only excuses for missing rehearsals are as follows: family emergency, personal illness, or extenuating circumstances as deemed by Mr. Welker. Any unexcused absences from rehearsals will result in one or more of the following:

1. Deduction in grade
2. Loss of performance
3. Loss of 3rd Quarter privilege
4. Not able to attend Clay’s Park Retreat
5. Removal from leadership responsibilities
6. Dismissal from band

C. Performances

All band members are required to attend all band performances. The only excuses for missing performances are:

a. a court or legal proceeding that can not be changed

b. a personal illness severe enough that the student can not perform

c. a death in the family.

d. Other extenuating circumstances are at the discretion of Mr. Welker. An example of an extenuating circumstance is a wedding of a close relative that takes place during the performance. We must be notified of an extenuating circumstance 1 month prior to any performance. This allows another student time to learn the new spot (Marching Band) or Concert Band/Symphonic Band part so the entire group is not penalized.
**District Band Contest** and **State Band Contest** (held in the Spring of each year) are a major portion of the course curriculum. Attendance is mandatory for all students. Pieces are studied for almost 8 weeks in preparation for this performance. Evaluation is made on that day by 4 judges on the students’ collective work. An unexcused absence by one band member has a negative effect on the performance level of the entire band. Thus, the grade for District and State Contest is the largest part of the student’s grade for that 9 weeks. The high level of performance that the Coventry High School Bands have achieved is due to the pride and dedication of its members. Attendance is an important part of this pride and dedication.

**D. Tardiness**

Students are expected to be punctual for all band events. If a rehearsal is scheduled for 8AM, the student should arrive **BEFORE** 8AM to allow adequate time to warm up and prepare for the day's activities.

Tardiness at a rehearsal may result in alternate status, suspension of 3rd quarter privileges. Tardiness at a performance may result in the student not participating in the performance.
Football Game Policy

A. In Game Conduct

Football games are fun, and we are there to perform and support the team. However, we must maintain a class act at all times. Band members may stand up and YELL/SCREAM in support of the game, but should always remain in his/her “spot”. It is important to remain alert! You will need to be able to play at a moment’s notice.

1. Good bands look organized at all times! Your conduct in the stands during football games is important to the impression we leave with the general public. Poor discipline presents a negative impression and good discipline presents a positive impression. A part of that impression is showing school spirit and supporting the team.

2. Be alert! Events happen quickly at football games. Watch the directors and be prepared to play the fight song after each touchdown or field goal. DO NOT play your instrument unless the entire band is playing.

3. Do not invite your friends/family to sit with you in the band stands. Only band students are allowed in the band section.

4. Absolutely NO Public Display of Affection (PDA) will be tolerated. See Section B of Rehearsal and Performance Policy for a full description of this rule.

5. Do not bring food to the band stands (this includes candy and snacks). You may get refreshments during the third quarter, but you must eat away from the stands.

6. Keep your instrument with you at all times. This will prevent it from getting damaged.

7. Stay in your uniform at ALL times. Never place any part of your uniform or instrument on the ground.

8. Never leave the stands without permission from the directors.

9. When you are in uniform, you represent the Coventry Band, Coventry High School, and Coventry Township. Always leave a positive impression!

B. Third Quarter Procedure

1. Make sure your instrument is secured and safe when leaving the band stand. You are responsible for your instrument AT ALL TIMES.

2. Do not bring food/friends back to the band stands.

3. Do not leave the stadium.

4. Stay in uniform at all times (including your hat).

5. Public display of affection will not be tolerated.

6. You are expected to be in your seat, ready to play, at the end of the 3rd quarter.

7. Remember, Third Quart Break is a privilege, NOT a right!

Violation of these rules will result in the loss of third quarter privileges!!!
C. Bus Conduct

The band takes many trips during the school year. The majority of these trips are to away games and marching band shows/contests, but these rules apply to ALL bus trips, no matter what time of year

1. The bus driver is in control of the bus at ALL times. Also, the chaperone is in control of the bus. Insubordinate behavior to these people will result in disciplinary action by the directors and/or administration.

2. Absolutely NO PDA!!!

3. Use moderation when talking.

4. Use of profanity will not be tolerated.

5. Any vulgar or inappropriate conversations WILL NOT be tolerated.

6. Maintain silence at railroad crossings.

7. Your uniform must be kept on during the entire trip (you may take your hat off), unless permission to do otherwise is given by the directors.

8. Remain in your seat at all times.

9. All students and chaperones should remain on buses until dismissed by Mr. Welker.

10. Do not ask to change busses.

11. Do not change busses.

12. Do not yell/scream out of bus windows.

13. When returning to school, leave the bus in better condition than you found it.

14. Do not forget to thank the drivers and chaperones for their assistance in making the trip safe and enjoyable.

D. Bus Excuses

Band members are NEVER permitted to drive themselves to band events. In the event there is a conflict, PARENTS must ask for permission to drive their son/daughter to the band event.

Band members may NOT be excused from riding home unless the parent has:

1. Talked to Mr. Welker
2. Turned in a note PRIOR to departure
3. Talked to the bus chaperone before leaving with their son/daughter

All 3 of these must be done before the student is excused from returning on the bus.
E. Instrument Transportation and Care

1. Most instruments will go on the bus with the band member.

2. Instruments placed on the trailer should be cased properly and loaded/unloaded by the band member and/or loading crew.

3. Make sure your name is on your instrument case.

4. Never lay your instrument on the ground when wet.

5. Clean your instrument frequently. Use cork grease, slide grease, and valve oil as needed.

6. Make sure the mouthpiece is securely packed in your case to avoid damage during transport.

7. Clean your mouthpiece WEEKLY.

8. Never leave your instrument laying uncased in the band room.

9. Do not play, touch, and/or carry other student's instruments.

10. If a school owned instrument is damaged due to student negligence, the student is financially responsible for the repair of the instrument.

F. Music Checks

All band members are required to do music checks. Music checks are done to ensure that the music has been memorized and is being performed correctly.

1. Leadership Team and Section Captains will play their music checks to the directors.

2. Band members will play their music checks to the Leadership Team or to the directors (this will be at the discretion of the director).

3. If a band member cannot pass his/her music check, the band member loses 3rd quarter privileges and will be made an alternate. The band member will be required to check off again no more than 3 days later.

4. If a band member cannot pass music checks to his/her Leadership Team member on a consistent basis, they will be required to check off to one of the directors.

5. Failure of music checks will result in grade reduction and loss of marching privileges.
Social Media Policy

As a member of the Coventry High School Bands, you represent the group at all times, including on social media platforms. It is expected that you hold yourself and the group to the highest of standards. Any instances of slander, hate speech, cyber bullying, or other inappropriate comments directed toward individual members or sections of the band, the band as a whole, or its directors and staff will not be tolerated and may result in dismissal from the band program.

In an effort to guide social media practices, including group chats, we suggest the following:

1. Understand that freedom of speech is not unlimited. Social media websites are not a place where you can say and do whatever you want without consequences.

2. Think twice before posting. If you would not want your parents, family, teachers, or boss to see your post, do not post it!

3. The internet is permanent. Even if you delete something, it still exists somewhere.

4. Remember many different audiences will see your posts, including fans, alumni, band members, parents, staff, etc.

5. Do not post comments that you would not speak about openly person to person.

6. Remember that directors and staff are aware of what you post on social media. Eventually, we will hear about it.

7. Keep in mind that potential employers and colleges use social media websites to screen candidates. Your career path can be directly impacted by your actions on social media websites.

8. Protect yourself by maintaining a self-image that you can be proud of years from now.
Rehearsal and Performance Conduct

A. Guidelines

1. Be prompt and ready to start rehearsals on time. During the school day, passes are required for excused tardiness.

2. Inattentive behavior, disrespect, and excessive talking during rehearsals contribute to negative results and wasted time. Therefore, these actions will result in one or more of the following:
   - A. Removal from rehearsal
   - B. Detention
   - C. Grade reduction
   - D. Alternate status
   - E. Removal from band

3. Never chew gum! No FOOD or DRINK is permitted in the band room at any time! This has been a MAJOR problem and it MUST stop NOW!

4. When performing with the band; you are a reflection of the band, high school, and community. Poor behavior WILL NOT be tolerated!

5. Learn your part in each musical composition thoroughly. Practice outside band rehearsal is essential to your being adequately prepared.

6. Keep the rehearsal rooms clean and free of litter. Your storage area is NOT a litter box. Instruments should be kept in cases and put away properly.

You are a member of an outstanding band program. Try to make a positive contribution toward the present and future success of our program.

* REMEMBER THAT THE WORDS YOU SAY IN PERSON, OVER THE PHONE, ON SOCIAL MEDIA, AND/OR ETC. REFLECT THE OVERALL “LOOK” OF THE BAND. PLEASE REPRESENT THE BAND IN A POSITIVE WAY... YOUR PEERS AND STAFF DESERVE THIS! *
B. NO Public Display of Affection (PDA)
This has also started to become a problem over the past year. While we encourage everyone to be close, this is something you can do on the inside. We understand that there are a lot of couples in the band (which is fantastic). HOWEVER, we should not be able to physically tell that you are in a relationship. Please keep ALL body parts to yourself. PDA in uniform will absolutely NOT be tolerated! *** This INCLUDES hand-holding.***

C. Daily Requirements for Marching Band
1. Flip folder with ALL music/Pencil
2. Coordinate sheets and/or drill charts attached to lanyard or flip folder
3. TENNIS SHOES (no sandals/flip flops)
4. Leadership Team should have charts
5. Instrument in good working condition

D. Daily Requirements for Symphonic and Concert Band
1. Instrument in good working condition
2. Music
3. Pencil
4. Desire to be the best
Coventry High School Concert Bands

Ensembles

The Coventry High School Band is a yearlong course consisting of Marching Band, Symphonic Band, and Concert Band. One of the strengths of the Coventry Band is generated from its well rounded approach, and the equal emphasis on the concert and marching program. For this reason, students who make the band are expected to participate in both the Marching and Symphonic Bands.

**Symphonic Band** – Symphonic Band rehearses during 7th period of the school day. We may also have additional Symphonic Band rehearsals in preparation for performances. This rehearsals will be announced well in advance and students are expected to be there for the rehearsals. Participation at Solo and Ensemble Contest and private lessons are expected but not required. Competition for chairs is also highly encouraged!

**Concert Band** – Concert Band rehearses during 4th period of the school day. This ensemble performs quality literature suited to the ability of the students. Private study and participation at Solo and Ensemble is encouraged. Competition for chairs is also encouraged!

**Marching Band** – All members of the Coventry High School Band are required to participate in Marching Band. If a student is involved in other extra-curricular activities we will work with the student, parents, club advisor, or coaches to accommodate the student. It is important to remember that Marching Band is a graded class. After school rehearsals for Marching Band are always on Tuesdays and Thursdays until 5pm. Again, we will work with the students who are in multiple activities.
**Drop-Out Policy**

It should be noted that music is an integral part of the curriculum and that the academics of band should be considered along with the social aspects of Band. If a student drops Band after the scheduled time, that student will receive an “F” for the entire year, in accordance with school policy. Contrary to some beliefs, Band is NOT a two-part program: 1. Marching Season and 2. Concert Season. Band is a yearlong program that continually stresses the appreciation and performance of music.

It is a proven fact that in our curriculum, the Concert Band program drives students to excel in other academic subject areas. Performing music is scientifically proven to enhance brain activity and raise IQ levels. On the other hand, there are students who love the social aspects of Marching Band. They may be less than enchanted when we learn the important musical concepts taught in the concert rehearsal (sight reading, tone production, breath support, etc.) which comes from the concert season. For years, the balanced approach we have had here at Coventry has helped out students excel a the highest level.

As music educators, our objections to offering “one or the other” are as follows:

1. The student reflects an attitude of only being interested in the social aspects of band.
2. When a person drops after Marching Band, there is no way to replace that vacancy. Consequently, the students in the Concert Bands suffer.
3. When students sign up for Band, they are making a commitment to the total program.

Prior to scheduling, we hope every parent takes the time to discuss how band will fit into the student’s class schedule. A final decision on whether a student plans to stay with band needs to be made prior to July.
Uniform Information and Care

Marching Uniforms
All members must have their own marching band shoes, Coventry Marching Band T-Shirts (Tour Shirt and CHSMB Shirt), BLACK socks, BLACK gloves AND at least one pair of blue jeans.

The Coventry Marching Band uses BLACK marching band shoes. You will need to purchase a pair of these shoes through the Band Parents Association. They are expected to be clean at all times!

The CHSMB Staff will do a uniform inspection before EVERY performance to ensure that each individual looks his/her best. Failure to meet uniform code may result in removal from the performance.

Concert Uniforms
Students MUST wear all black. Black dress shoes are also REQUIRED. Ladies should plan on wearing tights or panty hose with skirts/dresses. You have plenty of time to purchase these items. Don’t wait until the day of the concert to figure out the your attire is incorrect. If you have any question on this please see Mr. Welker. Improper attire may result in removal from the performance.

Uniform Care
About $600 is invested in each student’s uniform. Please refer to the handout from the uniform department regarding the care and alteration of the uniform. Students will be responsible for replacing a uniform that has been damaged.

Tens of thousands of dollars have been spent on uniforms to give the band the best appearance possible. The following rules are in place to ensure that every member is in uniform when part of the Coventry Band:

Hair Length: In preparation for football games, parades, and other performances, hair must be pinned up off of the collar and inside of the hat/beret.

Face Paint: Students are not permitted to wear face paint for any football games. The whole reason a band wears a uniform is to look uniform. If members have face paint or jewelry, it will take away from the uniformity of the ensemble.

Jewelry: NO jewelry is permitted with any band uniform. We strive for uniformity and that is broken when people wear jewelry that is not the same amongst the band members. Earrings that cannot be removed must be covered with flesh-tone material.

All or None: In public, members should never be seen wearing a partial uniform. You must be wearing your full uniform, or regular clothes. (the only exception is the marching band hat)

Uniforms are to be worn for Band performances only: Any group that would like to wear their school uniform for any school related function must receive permission from a director. It disgraces our uniform and what it stands for if an individual wears it for individual purposes. (I.E. as a Halloween costume, etc.) At no time may a band member allow a non-band member to wear any part of their uniform.
Coventry High School Band
Acknowledgement Form

By signing and completing this form, we acknowledge that we have read ALL pages of the 2019 – 2020 Coventry High School Band Handbook.

Please print and fill out this form and return it to Mr. Welker no later than FRIDAY – JULY 19, 2018.

Student Name: ________________________________________________________________

Student Phone Number: _________________________________________________________

Marching Instrument: __________________________________________________________

Concert Instrument: __________________________________________________________

Years in the COVENTRY HIGH SCHOOL Band (please do not include middle school): ________

Student Signature: _________________________________ Date: __________

Parent/Guardian Signature: ______________________________ Date: __________

This portion will be given to the Coventry Band Parents Association. No personal information will be given to outside sources. We keep these for band purposes only. Thanks for your cooperation and understanding!

Student Name: ________________________________________________________________

Parent/Guardian Name: _________________________________________________________

Home Address: ______________________________________________________________

Parent/Guardian Phone Number: ______________________________________________

Email Address: ______________________________________________________________