BELLEVILLE TOWNSHIP HIGH SCHOOL WEST

Instrumental Music

Handbook
2023 - 2024

A Letter from the Directors

Welcome to the Music Department! Your involvement in our organization carries on a strong tradition of outstanding students creating excellent music and representing our community well. We welcome veteran musicians and first year students alike and hope to have a very enjoyable and rewarding year together.

Within this handbook is much information to help guide us all in having an organized band. Please read all of it very carefully. Participation in an instrumental ensemble is a commitment to not be taken lightly. Not only is being prepared and organized important to you, but the rest of the band is counting on you!

Within this packet is much information regarding Belleville West Instrumental Music. Please read each sheet carefully and do not hesitate to reach out to us in the music department if you have any questions or concerns. Make sure to add *Part Placements* to your calendar as well as the Summer Mini Camps. Attendance at these events ensures our success and preparedness as we enter camp.

Marching Band Camp "all call" dates are published. See the camp schedule for more detail, including sectional mini camps. Attendance at camp is a vital course requirement. We have a Family Exhibition on the last day of camp. Invite your family to this! We will perform the material learned during camp and may have a few surprises prepared for the audience as well.

We have assembled a strong camp staff who will work with you. During camp we will have sectionals and masterclasses daily for each section in the band to help you work towards building your musicianship. As is a West tradition, we will take great pride in how we sound.

If new to the band, do not be overwhelmed! We work to make sure that you will be able to be very successful and involved on campus. Indeed, many of our musicians participate in varsity sports and have earned positions in many co-curriculars. The music department regularly counts multiple valedictorians among its ranks.

Please contact us with any questions, comments, or concerns. Peruse our website, bellevillewestmusic.org, for more information. We look forward to working with you!

Respectfully,

Michael Pond-Jones
Director of Instrumental Music
mpondjones@bths201.org

Scott Wilson
Associate Director of Instrumental Music
swilson@bths201.org

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Becoming a Part of the Marching Maroons

Upon Acceptance
Once you have decided to become a member of the Belleville West Marching Maroons, a questionnaire must be submitted online (available at bellevillewestmusic.org) **All enrollment forms and camp fees must be submitted or paid by the assigned uniform fittings.** The West Band Parents Association assists you in paperwork at uniform fittings. **A physical must be submitted to the West Nurses' office by the first day of camp.** We ask that fees be paid before camp so that we may pay our camp staff and band camp expenses.

Found attached to the back of this handbook are multiple forms that must be submitted during the summer at uniform fittings.

Contact Information

Website:

www.bellevillewestmusic.org

Director of Instrumental Music

Michael Pond-Jones
mpondjones@bths201.org
618.222.7687

Associate Director of Instrumental Music

Scott Wilson
swilson@bths201.org
618.222.7629

Guard Director

Robin Bender
bender203@charter.net

Percussion Director

Andre Sonner
ansonner@mckendree.edu

Pre Camp Checklist

To ensure that musicians have a smooth start to camp, the following actions need to be completed by the beginning of camp. Failure to complete these items results in members not being allowed to participate until actions are complete.

☐ **A Sports Physical or School Physical is on file in the West Nurses' Office by the first day of camp.** Musicians WILL NOT participate until physical is on file.

☐ **Pre Camp Questionnaire available on bellevillewestmusic.org is completed.** Very important information is asked in this questionnaire. Musicians WILL NOT participate until a questionnaire is submitted.

☐ **Uniform fitting attended and fees paid.** Fees are extrapolated in the appendix portion of this document. These fees are in addition to those paid to the school.

☐ **Part Placements.** First year students, please pay close attention to your assigned dates. Part placements Take place in the band room, A112.

Additional checkmarks…for your own sanity and safety.

☐ **Master Schedule added to your calendar.** For your scheduling, please add band events to your calendar.

☐ **Complete band camp checklist** in the appendix portion for your safety and organization during camp.

☐ **Instrument Tune-Up.** Make sure your instrument works before we start the main body of camp.

Belleville West Instrumental Music Course Descriptions

Concert Band/Marching Band. Symphonic Band/Marching Band:
The Concert Band and Symphonic Band are performing groups consisting of students from all grade levels of the high school. During the first quarter of the academic year, students from the Concert Band and Symphonic Band join members of the color guard to form the Marching Maroons. All students attend a two week summer band camp on the West campus prior to the start of school during which students receive professional instrumental lessons and learn how to march. The Marching Maroons perform for athletic events, band festivals, and community parades throughout Illinois and the Greater St. Louis area. The Marching Maroons is the most active and visible band in our department and joining is a wonderful way to immerse oneself in Belleville West and meet many people before the semester begins. At the conclusion of the marching season, performance study in Concert Band and Symphonic Band includes standard literature by traditional and contemporary composers. Students must enroll for the fall semester if electing to take only one semester; the marching band component is required. For continuous enrollment, taking driver's education and health during summer school is highly encouraged. Notes: Concert Band/Marching Band is open enrollment and does not require instructor consent. Freshman must sign up for Marching Band/Concert Band first semester. Admission to the Symphonic Band is through audition and consent of the instructor and takes place during the second quarter.

Jazz Band: Jazz Band is an advanced ensemble consisting of students from all classes, but primarily juniors and seniors. This ensemble features the study of music of significant jazz composers and performers and the study of jazz improvisation. Students are selected from the Symphonic Band. Admission is through audition and consent of the instructor. Participation in this class includes one full class period and numerous public performances including home basketball games.

Jazz Ensemble: This ensemble meets each day for one-half hour and is comprised of students from all classes. Students are selected from the Symphonic Band, Concert Band, and Orchestra. Admission is by audition and consent of the instructor. Coursework includes the fundamental study of jazz improvisation and the performance of traditional and contemporary compositions. Admission is by consent of the instructor.

Instrumental Music Class: This class consists of woodwind, brass, string and percussion students from all grade levels and meets for one-half hour each day. This provides supplemental instruction for the student in Concert or Symphonic Band as a second instrumental class. Enrollment is highly suggested for students who wish to progress quickly as well as work towards participation in Illinois Music Educators' Association Honor Bands. Scheduled opposite the lunch hour, this will enable students to continue study while completing Health and/or Driver Education requirements. This class is open enrollment and does not require instructor consent.

Fundamentals of Music: This academic, non-performance class has been designed to explore the fundamental elements of music including pitch and rhythmic notation, melody, harmony, and musical composition. This course is available to students in grades 10, 11 or 12. In addition, this class is offered for dual credit; MUS 104 - Fundamentals of Music on the SWIC campus. Students may enroll for college credit while taking the class on the West campus.

Music Appreciation: This academic, non-performance class explores Western music from the Middle Ages through the present. In addition to learning musical elements and orchestral instruments, students will be introduced to the compositions of the master composers and stylistic characteristics of the various musical eras. A writing component is required. This course is available to students in grades 10, 11 or 12. In addition, this class is offered for dual credit; MUS 101 - Music Appreciation on the SWIC campus. Students may enroll for college credit while taking the class on the West campus.

Marching/Colorguard 1909: Grade Level: 9, 10, 11, 12
Course Level: General Credits: .50 per semester (2 semesters)
Prerequisite: Admission is through audition and consent of instructor.
Students will participate in Marching Band during the first semester of the academic year. The Color Guard performs for athletic events, band festivals, and community parades in Illinois and the greater St. Louis area. All students attend a mandatory summer band camp on the West campus. During the second semester, Color Guard functions as a Winter Guard and performs at several Winter Guard festivals. Attendance at after school rehearsals, additional camp dates, and performances are mandatory. Additional information may be obtained at bellevillewestmusic.org or by contacting Mr. Wilson at 222-7629.

Marching/Percussion: Grade Level: 9, 10, 11, 12
Course Level: General Credits: .50 per semester (2 semesters)

Rules and Regulations

All Belleville West High School rules and policies are always in effect whenever and wherever the band is in practice, performance, or transit. This includes weekend performances, trips, and other events outside of school hours. Members of the band are representing their school and communities. Audiences formulate their opinions of the organization and the school by your actions and conduct at each performance. Therefore, any student who disregards the above is liable for dismissal from the performance. Subsequent infractions will result in dismissal from the band.

Be on time for everything. If you are on time you are late. If you are 10 minutes early, you are on time. Be ready.

Follow all directions given by an appropriate authority respectfully, quickly and courteously. Do not waste time.

Do not converse during rehearsal unless given permission. It is imperative for rehearsals to be quiet and organized.

Follow the chain of command. The chain of command begins with your band directors, then support staff, drum majors, captains, section leaders, and then general members. Seek answers to your questions through the hierarchy.

You are responsible for knowing your music, drill coordinates, and guard work. Knowing means having all material memorized and also having all necessary reference materials in your possession and available.

Wear tennis shoes to Marching band rehearsals. Failure to comply will result in dismissal for the day and loss of participation points.

Gum chewing is unacceptable at any rehearsal or performance, including visual emphasis rehearsals.

We must take care of our rehearsal and storage spaces. This means we must pick up after ourselves. Refrain from eating or drinking anything other than water on carpeted areas, and return all rehearsal areas to a clean, and ready for rehearsal state.

Horseplay of any kind is inappropriate. Never run in uniform.

Every member must work to make rehearsals and other performance preparations as efficient and effective as possible. Concentrate on the task at hand and save all questions, comments, discussions, etc. for an appropriate time. Socialize before and after rehearsals and performances – not during them.

No public display of affection is tolerated in any environment (this includes buses, festivals, rehearsals, etc…)

All Belleville West Band Members are expected to be courteous and polite to everyone at all times.
-Loud, rude, or obnoxious behavior is never acceptable.
-Vulgar or profane language is never acceptable.
-Negative comments about other performers, bands, or schools are unacceptable at any time, even if the other groups initiate such comments.

Consequences

Depending upon severity of transgression, consequences generally follow the below order depending upon severity and discretion of director.

1. Verbal Warning and loss of participation points.

2. Parents called.

3. Referral to Principal/Removal from ensemble.

Making the Grade

As students participating in Belleville West Bands receive academic credit for their efforts, grades will be determined by the following items.

- Performance and rehearsal attendance
- Participation
- Instrumental proficiency and growth assessments

Performance and Rehearsal Attendance

Attendance is imperative to our success. Please read carefully.

In the Belleville West Bands, we have an attendance policy that is not built to make life difficult for students, but is built to preserve the integrity of the band. Participation in the band requires strong and sustained dedication. A band cannot function without its members. Indeed, each member relies upon one another to execute a successful performance. We have researched other campus activities and their schedules to ensure that participation in multiple curricular and co-curricular activities is possible. In fact, it is encouraged! High school is a wonderful time to explore activities while also learning the joys of commitment and self-improvement.

Sickness

We encourage band members who are well enough to be at school but not well enough to play instruments to participate in rehearsals to the best of their abilities. Much can be accomplished by concentrating on music and not playing. If the instrument is in hand, chances are that thoughts of sickness will subside. Participation points are granted for following the above request. School day sickness resulting in absences is marked as excused.

Performance and After School Rehearsal Attendance

As part of being accepted into the band program, students are placed in a class during the school day that is performance based. These classes are curricular (not extra-curricular or co-curricular) and therefore receive a grade. For this reason, students are expected to attend all scheduled performances and rehearsals during the school day, after school, and on weekends.

Performances and rehearsals not attended will be calculated into the final grade each grading period as zero credit. If you miss a performance for an approved absence, you may make up the points by completing the **Alternative Assignment.**

General Absence Policies

All unreported absences are marked as zero credit. This applies to all forms of absences that remain unreported after report time, regardless of reason or circumstance. Even in the most dire situation, please find the time to email or call an instructor (We will refer to this as emergency notice). Not only is a message professional courtesy, but a message also assures band faculty and staff that students are accounted for and safe.

If absent for any reason from a concert, performance, or an after school rehearsal, band members must print and fill out the **Absence Request Form** and submit the form to the band office at least **three weeks** in advance of the date of absence. An absence request form is then either approved or denied by the director of instrumental music. An approved absence will bear an **Alternative Assignment**. An unapproved absence is marked as zero credit. An example **Absence Request Form** and **Alternative Assignment** is in the appendix portion of this handbook.

Here follows a non-binding and not all-inclusive example list of typically approved and unapproved absences when given appropriate notice.

Approved with emergency notice (less than three weeks notice):

1. Death or grave injury requiring hospitalization of a family member.
2. Illness of band members resulting in same day physician care or hospitalization. Faculty reserves the right to request a doctor's note.
3. Funeral attendance.

Approved with minimum three weeks notice:

1. Wedding attendance.
2. Curricular or co-curricular commitments equal to or higher on precedence chart to band event. Faculty reserves the right to request proof of attendance.
3. A federally or state-recognized religious observation. We mirror our student handbook and also look at documentation set forth by the United States Office of Personnel Management as a guide. Social functions are not approved.

Unapproved:

1. Employment.
2. Volunteer hours.
3. Curricular or co-curricular commitments lower on the precedence chart to band events.
4. Time to complete class work.
5. Vacations.
6. Social functions.
7. Non-emergency medical appointments.

Activities Precedence List

As a guide to appropriate absences, a precedence list exists. On this list, if one activity is on a higher level, that is the activity a band member is expected to attend. Equally matched activities are viewed on a case-by-case basis and long term scheduling conflicts must be discussed by student, parents, and all faculty and activity sponsors involved. All approved music absences per the Precedence List are subject to the **Alternative Assignment.**

When assessing conflicts, remember that each member of the band is performing all of the time. We count on 100% attendance to be successful. Please think carefully about your role in each organization.

Music Activities	**Equivalent Activities**
Level 4 National Honors/Performance State Level Performance (group) ILMEA All-State (individual)	Level 4 National Level Competition/Event State Level Competition/Event
Level 3 Regional Level Band Festivals/Honor Bands Regional Jazz Festival (more than 1 hour away) ILMEA District 6 Festivals	Level 3 Regional Competition/Finals etc.
Level 2 Performance on West Campus Local Jazz Festival (less than 1 hour away) Marching Band Competition Football Game Performance Local Outreach Concert	Level 2 Local/Conference Match or Tournament Invitational Match or Tournament Performance on West Campus
Level 1 Practice Rehearsal	Level 1 Practice Rehearsal

Band Camp

Attendance at the summer band camp is mandatory for students enrolled in Concert Band/Marching Band, Symphonic Band/Marching Band, and Marching Band/Color Guard. Band camp is hosted on the Belleville West Campus every year during the last full week of July and first week of August. Failure to attend camp results in immediate dismissal from the band with no refund of fees.

Participation

Band members receive points daily and per event for attendance, proper rehearsal preparation, and having all necessary items in possession for a successful rehearsal. Every rehearsal starts with maximum points awarded to each member. Prepared students have the greatest opportunity to experience musical growth, and musical growth is the reason we rehearse and perform!

Participation points are lost based upon the following demerits percentages. Demerits can accrue to a sum of zero points.

Loss of 100% of points
Insubordination

Loss of 40% of points
No instrument or missing critical pieces of instrument/equipment
Disrespect of music department property

Loss of 20% of points
Tardy
No music/flip folder
No coordinate sheet
Improper footwear
Improper attire
Musically unprepared

Instrumental Proficiency and Growth Assessments

As students receive credit for participating in the music program, playing tests or written exams are used to help determine a student's grade at the discretion of the director. The musical content is discussed one week in advance. Assessment takes place in person or through video recording. Students may expect three to four assessments per semester.

Performance Exam Rubric

	5	**4**	**3**	**2**	**1**
Correct Pitches					
Correct Rhythms					
Dynamics/Phrasing					
Tempo					
Articulation					

Note: Students have two attempts and the best attempt is graded.

5 points – not more than two mistakes in element.

4 points – three to four mistakes in element.

3 points – five mistakes in element.

2 points – six mistakes in element.

1 points – seven or more mistakes in element.

Performance and Rehearsal Grading Structure

Event point values are as follows.

Band Performance: 100 points
After School Rehearsal: 25 points
Rehearsal: 5 points
Playing Tests and Written Exams: 50 points

Grading Scale:
A = 100 - 90
B = 89 - 80
C = 79 - 70
D = 69 - 60
F = 59 and below

Alternative Assignments

Approved absences with three weeks notice require a make up assignment.

For any missed performance, we require a make-up assignment of a minimum three page, double spaced, research paper. The paper must be in a recognized formatting and use five or more legitimate, and cited, sources. The word count may not include the title page or sources. This assignment functions just as a make-up assignment does in any other class, and the paper will be graded as such. The paper is due no later than three days after absence.

A verified emergency absence is excused with documentation.

Leadership

Marching Band Staff

The Marching Maroons is led by a staff consisting of two band directors, two color guard instructors, two percussion instructors, and multiple technicians. This staff is dedicated to making sure all student learn and grow in their roles. Staff makes large decisions governing the artistic direction, instruction, and management of the band.

Staff

Michael Pond-Jones, Director of Instrumental Music
Scott Wilson, Associate Director of Instrumental Music
Robin Bender, Color Guard Director
Lucas Mueller, Color Guard Instructor
Andre Sonner, Percussion Director
Marc Moss, Visual Coordinator
Kari Anderson, Visual Instructor

Student Staff

In addition, the band is led by students who have various duties. Each April, the Marching Maroons student staff is selected through a multiple step process. Selected students have defined duties within the administration of the band. Position descriptions are listed below and the application is in the appendix of the handbook. You may find an example leadership packet in the appendix of this packet.

We take pride in the amount and quality of the student leadership of our band.

Belleville Township High School West

2023 - 2024 Marching Maroons Leadership TBA

Drum Majors
Lillian Averbeck

Woodwind Captain

Brass Captain

Percussion Captain

Guard Captain

Upper Woodwind Section Leaders

Saxophone Section Leader

Trumpet Section Leader

Mellophone Section Leader

Low Brass Section Leader

Percussion Section Leader

Choreography Leader

Assistant to the Director

Marching Maroons Student Staff Position Duties

Drum Major
A Drum Major is an upperclassman who is a strong musician with impeccable leadership ability. A Drum Major is expected to...

Develop intricate knowledge of music scores.
Conduct field show.
Warm up and tune band and as necessary.
Rehearse and drill field show as necessary.
Teach and enforce correct marching.
Stretch and condition band.
Set up rehearsal space/field.
Enforce strong musicianship.
Engage in public relations.
Organize expedient rehearsal and rehearsal recovery.
Command all band movement and performance with autonomy.
Communicate rehearsal goals to the band.

Captain
A Captain is an upperclassman with impeccable musicianship and strong organizational skills.
A Captain is expected to…

Lead group rehearsals as necessary.
Possess thorough knowledge of visual content of production.
Reinforce and "tech" visual content.
Keep an eye out for improvement and efficiency and communicate those ideas both up and down the band hierarchy.
Assist with inventory as necessary.
Control and deliver supplies.
Control spare music.
Deliver and collect binders each rehearsal.
Assist DMs in rehearsal space/field set up.
Assist Section Leaders with keeping all musicians functional and safe (ex. attire, water, health issues, etc.).

Section Leader
A Section Leader is an expert musician on a specific instrument and is expected to…

Plan and execute a weekly sectional. Thursdays are best, as we will sometimes have them during 7th hour.
Communicate information to section and answer questions.
Enforce and correct band attire (ex. socks, shoes, band shirt).
Encourage all musicians to keep instruments clean and in good repair.
Ensure all lockers are clean of debris and locked.
Mark attendance, infractions, and notes per "check sheets."
Exhibit correct marching habits at all times.
Take notes on progress.
Remediate members who fall behind, and report students who need extra help to band directors.
Present "Attitude Sessions" during camp.
Most importantly, be the model member of our band.

Logistics Director and Logistics Managers
Coordinate a staff of 6 to 8 other students in loading the band trailers alongside adult volunteers.
Ensure a safe environment and report any concerns to directors.
Set up for rehearsals.
Participate in public relations initiatives, marketing, recruiting, etc.
Assist with inventory as needed.

Equipment

Instruments

Each student is expected to own an instrument to use in band. This instrument must be well-maintained.

In order to have a balanced band, the Belleville West Music Department provides some instruments to students who are selected by the director and willing to play them.

Available instruments include: oboes, bassoons, bass clarinets, tenor saxophones, baritone saxophones, horns, mellophones, large bore trombones, euphoniums, marching baritones, tubas, sousaphones, and marching percussion.

The Music Department generally does not provide: flutes, clarinets, alto saxophones, trumpets, and trombones.

All instruments are issued with no additional fees.

Students are responsible for keeping instruments in good working order. Instruments must be kept clean, and valves and slides must be kept oiled. Dents are to be avoided. Failure to keep instruments in working order results in students being held liable for potential repairs.

Outside of normal wear and tear, students are responsible for all damages as a result of negligence to school instruments and will be billed the repair/replacement cost. This repair/replacement bill must be repaid to the department in order to graduate high school.

Notes on Instruments

Brass and woodwind instruments of a non-standard color are not allowed in performances of any ensemble in the department. Instruments that are green, purple, etcetera, are regarded as toys and not real instruments.

"Step Up" Instruments

As students progress into high school, it is a good idea to purchase an instrument of higher quality when compared to a beginner instrument. Often, the most cost-effective way to procure a great new instrument that will last a lifetime is to purchase a used professional level instrument.

Please consult with a band director about purchasing a new or used instrument when the time is right. If the deal is too good to be true, then it is! Some instruments we will not allow to be played in ensembles if we deem the instrument to musically deficient. Buying an instrument is like buying a car. A quality instrument is not determined by appearance alone.

Reeds

Woodwind players are encouraged to purchase their own reeds. High quality reeds help produce the best sounds. Reeds are also available from the band office. These are fairly low quality reeds, but will work.

Reed prices from the band office are as follows.

Clarinet: $2.00
Alto Saxophone: $2.00
Tenor Saxophone: $3.00
Baritone Saxophone: $3.00
Oboe: $10.00
Bassoon: $10.00

Reeds are paid for by the honor system in A112.

Instrument Care Supplies

Also available in the band office is valve oil and various greases. Prices are as follows.

Valve oil: $2.00
Slide grease: $2.00
Trombotine: $7.00

Supplies are paid for by the honor system in A112.

Uniforms

Concert Black

Symphonic Band and concert Band are required to wear "concert black" each year for performances. Concert black consists of all black attire provided by students.

Concert black is available for students from the music department if needed.

Outside of normal wear and tear, students are responsible for all damages as a result of negligence to school uniforms and will be billed the repair/replacement cost. This repair/replacement bill must be repaid to the department in order to graduate high school.

Marching Maroons Uniform

Members of the Marching Maroons are issued a performance uniform each year. Fittings take place over the summer prior to camp. See master schedule for details.

Marching Maroons Uniform Policy

Students are issued uniforms each year with the understanding that the student will keep the uniform as clean as possible and hang the uniform up correctly after use. Students may not engage in horseplay while wearing the uniform and also must wear the proper "under uniform," consisting of band issued shirt and shorts. Students must provide unbranded, plain black socks that, at the least, cover the ankle up and up to mid calf. Marching shoes must be worn, and are available for rent or purchase through the music department. A student who voluntarily destroys a uniform is subject to the entire replacement cost, which is upwards of $400.00.

Wearing the Uniform

Students have a great responsibility when wearing the Marching Maroons uniform. We are representing our school and community. Here follows a partial list of uniform wear considerations.

1. Long hair must be pulled up into the shako. No hair may cover the ears or touch the uniform.
2. Black calf high, no-logo socks must be worn at all times when in uniform. No exceptions. Failure to wear black socks may result in removal from the performance.
3. Excessive makeup or temporary hair dye that will stain the uniform is not permitted.
4. The only tolerated under-uniform is that which is provided by the band. No bulky clothing may be worn under the uniform unless specifically approved by a band director during very cold performances.
5. No jewelry is permitted while wearing the uniform. This is primarily a safety concern, as marching band requires a lot of movement.
6. Bibs must be pulled up high enough so that they are not touching the ground.

Drillmasters

Each student owns a pair of Drillmasters (marching shoes) for Marching Maroons performances. Drillmaster must be

1. Clean of debris (ex. mud), and scuffs for each performance.
2. Shined regularly. Kiwi parade gloss is wonderful. Windex works in a pinch.

Facilities

At Belleville West, we have wonderful rehearsal and performance facilities. We aim to keep our facility looking like new.

Band Rooms (A112 & A113)

Well over 200 people use the band areas daily. We must strive to keep the area clean and picked up. The following are expectations regarding the upkeep and cleanliness of the band room.

1. Instruments are placed in cases and locked in lockers when not in use.
2. No eating or drinking in the band room. Occasional exceptions may be made by band directors. Water is always allowed.
3. Concert arc is always intact after class and all stands are pushed down.
4. No personal items or school work may be left in the band room when band is not rehearsing or performing.
5. Trash is never left in or around the band room. Period.
6. All valuables are always locked in band locker when band is outside.

Performing Arts Center

Our primary performance venue is the Performing Arts Center on the West campus. This state of the art venue has a large stage and 731 seats. We treat it with respect and follow much of the same rules as we have for the band room. Cases are never allowed on the seats and food and drink are not allowed in the venue.

Additional Individual Opportunities

Music is a rich professional field with many opportunities for individual growth. Over the course of the school year, Belleville West Instrumental Music participates in many auditioned and nominated ensembles, music events, and individual opportunities. These include

Illinois Music Educators' Association

The Illinois Music Educators' Association sponsors district and state level jazz, orchestra, and concert honor bands. These are auditioned and require extensive preparation.

Southern Illinois University Edwardsville Bi-State Honor Band Festival

Each year, the department nominates a few members from each section to participate in the SIUE Bi-State Festival. Some of those nominated are then chosen to participate by the festival organizers. Work to be among the strongest musicians in your section and you may find yourself at this festival.

Illinois High School Association Solo and Ensemble Contest

A volunteer event, and open to all music students, this contest is a wonderful place to stretch your musicianship, whether you are performing a solo or performing within a chamber ensemble. This festival is judged, and each musician/ensemble receives comments and a division (score/place).

Dual Credit Classes

We offer two dual credit classes at Belleville West through Southwestern Illinois College. These classes are a wonderful way (and affordable and practical way) to expand your understanding of music. Musicians receive academic credit at Belleville West and also 6 credit hours at SWIC while taking the courses.

Private Applied Lessons

The Music Department keeps contact information for trusted music professionals who can help student musicians learn much more quickly and work towards state honors, prepare for university auditions, and earn higher placement within ensembles at West. We highly support taking weekly music lessons and strive to find professional musicians who are educationally-minded and keep lessons affordable for our students. Please ask the band office for further information.

Jazz Festivals

Each year the jazz ensembles at Belleville West participate in the multiple jazz festivals in order to seek out further instruction and develop understanding of America's indigenous art form, jazz.

Band Fees

In addition to activity fees collected by the school district, the Belleville West Band Parents collects modest fees to support the operations of the band. Through these fees and vigorous fundraising, our school district and booster organization are able to outfit a large band with capable equipment and organize worthwhile performance opportunities.

Fees will never keep a student from participating in instrumental music at Belleville West. If financial

concerns arise, please contact the Director of Instrumental Music.

Belleville West Band Parents Association

The Belleville West Band has a very supportive group of parents and is always welcoming to additional hands, ideas, and leadership.

This group of dedicated individuals meets the second Thursday each month at 7:00 pm in A112. Please join us as we work towards ushering the band towards higher levels of performance and self-actualization.

Volunteer opportunities are regularly posted on Sign Up Genius. signupgenius.com. The Boosters will share a link before each event, and may contact you based upon your answers in the pre-camp questionnaire.

Contact:

Rob Stock, president
bwbandparents@gmail.com

Physical Information

Belleville Township District 201 requires current physicals on file for all marching band participants. In light of recent high school health and safety concerns, along with concussion revelations on a national level, our district is looking forward to ensure the health of all students. Students who participate in curricular and co-curricular activities or classes that require a physical component are now required to complete physicals.

Marching band members are required to have a physical on file in the West Nurses' office. The mandatory completion of this is **the first day of band camp**. A sports physical or school physical meets the requirement. Freshman and West athletes are likely in compliance by prior requirement. Non-athlete sophomores and upperclassmen will need to ensure a physical is obtained. Please take this extra step towards ensuring the safety of our band members.

A **Consent to Treat** form must also be filled out and returned to the band office.
See the addendum portion of this document for further information.

Belleville Township High School West
Instrumental Music Department

Absence Request

Name: _____

Today's Date: _____

Date of Absence: _____

Email Address: _____

Reason for absence (please be specific):

_____
_____
_____
_____
_____
_____

Student signature: _____

Parent/Guardian signature: _____

Director Use: _____ Approved _____Not Approved

Note: This form must be submitted three weeks in advance of requested absence.

Please procure additional Absence Requests from the Band Office.

----Example Check Sheet---This sheet is used to evaluate band members on a day-to-day basis.

Section _____Section Leader_____

Check Sheet Rehearsal/Performance Date_____

Musician	**Attendance** check below only if absent	**Demerits (add 1 x for each)**	**List Demerits**	**Music check**	**Mar. check**	**Notes**
	EXAMPLE					
			EXAMPLE			

Description of music/marching check.

_____

_____

Demerits.

1. Check for proper attire each rehearsal and performance. This includes appropriate shoes, and socks and uniform (if a performance). Any inappropriate attire is one X above. Do not place more than one X above for attire.
2. Check for music and drill. If a musician does not have one or both in possession at rehearsal, place one X above.
3. If a member is tardy, write TARDY under attendance and place an X under infractions. A musician is tardy if he/she does not play/is not prepared to play the first note or engage at the beginning or a sequence.

Music and Marching Check.

From time to time you may be asked to check small parts of our production. If a musician meets established requirements, please place a check.

EXAMPLE:

Belleville West Marching Maroons Student Staff Application

Band:

The 2024 Marching Maroons are accepting applications for Student Staff. Staff includes: Head Drum Major, Assistant Drum Major(s), Captains (Percussion, Guard, Woodwinds, and Brass), and Section Leaders. Please consider applying for these positions. All current members are eligible, and all band members must apply for positions each year, regardless of current status within the band.

Position Descriptions:

Drum Major

- Provide a good example for students to follow.
- Maintain order.
- Conduct the band on the field, in rehearsals, and at performances.
- Teach marching fundamentals in absence of a Director.
- Assist Captains and Section Leaders with their duties.
- Complete various administrative duties such as rehearsal attendance records, music distribution, etcetera.

Captain

Captains are responsible for all aspects of rehearsal and performance within their sections. Captains have oversight over Section Leaders and are responsible for ensuring an effective rehearsal and performance atmosphere for all players. Captains have specific duties assigned in the operations of the band as well. All Captains work closely together to enhance the esprit de corps of the band. All sectionals and extra rehearsal time must be coordinated through the Captains, who will seek approval from the Band Director.

Section Leader

Section Leaders ensure section members can perform all assigned music, all necessary equipment is present and in functional order, and uniforms are worn properly.

Application Components

1. Leadership Response Essay
2. Completed Form
   3, 4, and 5 are completed after submission
3. Marching and Maneuvering.
4. Interview
5. Conducting Clinic and Performance (Drum Majors only)

Important Dates

Year Specific

EXAMPLE:

Belleville West Marching Maroons Student Staff Application

Application Form

Name_____ Grade _____

Primary Instrument _____

For which position(s) are you applying?

☐Drum Major ☐Captain ☐Section Leader

Please type well-written responses to the following open-ended prompts.

1. Describe the ideal leader-musician.
2. Why are you a good candidate for band leadership?

List two references. (No friends or family. Use teachers/mentors.)

Name_____ Phone/Email_____

Name_____ Phone/Email_____

Check the dates for this application process. Further information is communicated after selection.

Thank you for your interest. Please sign and date below.

Signed _____Date _____

Instrument Loan Agreement

Complete this form if using a school instrument.

The provision of school instruments is integral to a successful band program. School-owned instruments are provided at no additional fee to students. Below is the agreement to which all students and parents/guardians must adhere when borrowing an instrument.

By signing below I agree:

1. I will maintain necessary lubrication on all moving parts and corks.
2. I will keep instrument safe, never leave it unattended, and place it back in the case after finished rehearsing or performing.
3. I will not run or engage in horseplay while carrying instrument.
4. I will take great care to not risk denting or dropping instrument, paying special attention to the actions and proximity of others while holding my instrument.
5. I will never place instrument on a chair or music stand.
6. I will never place instrument on the floor.
7. I will inform Band Director immediately if instrument develops a mechanical issue.
8. I will only use instrument for musical purposes.
9. I will keep instrument clean, and willingly submit instrument for inspection by Band Director.
10. I will procure necessary instrument care, maintenance, and cleaning supplies at my own expense.

In addition:

Damage resulting to an instrument as a consequence of negligence is not tolerated. Borrower agrees to assume liability for repairs or replacement necessitated through actions deviating from agreements above.

Note that this instrument is provided as a courtesy of the Music Department, Belleville Township High School District 201, and moreover, the taxpayers of the community. If evidence of neglect is evident, the Director of Instrumental Music retains the authority to revoke use of a school owned instrument at any time. This agreement remains in force until graduation, change of instrument, or revocation of privileges.

An **Instrumental Loan Agreement** remains in effect as long as a student is borrowing an instrument, and must be renewed each year.

Signed (Student)_____Date_____

Signed (Guardian)_____Date_____

Instrument Type_____**MAKE**_____**Serial**_____

Belleville Township High School West

Marching Maroons Camp Checklist and Lunch Information

In order to ensure both individual and group success, please bring the following items to camp with you each day.

1. **Instrument in good working order.**
   Brass: have valve oil, slide grease, and cleaning supplies on hand.
   Woodwinds: cork grease and extra reeds. Summer is a great time to buy reeds.

2. **Water bottle.**

3. **Protection from the sun.**
   Sunscreen and hats are a must. Protect yourself from the sun.

4. **Flip folder and lyre.** (Freshman are issued a new flip folder and lyre)

5. **All drill and coordinate sheets.**
   Only one copy per member is made. Your sheet will be unique to you.

6. **Athletic Shoes.**
   Avoid open toed shoes or flip-flops. Non-bulky tennis-style shoes are a must.

7. **Music.**
   Keep all music stored in your folder.

8. **Most importantly, be on time and have a good attitude.**

Lunch information:

Lunch takes place from 12:00 pm to 1:00 pm each day of camp. During this time you are free to leave campus or go home for lunch. You may pack your lunch and stay on campus as well. As our maintenance department prepares for the opening of school, food and beverages will not be allowed within the music department during camp. Picnic tables are available outside the cafeteria.

Belleville Township High School West

Marching Maroons 2023 Summer Camp Schedule

Percussion Clinics and Auditions: Wednesday, May 17th 6:00 pm to 9:00 pm and Wednesday, May 24th 6:00 pm to 9:00 pm

Woodwinds & Brass Mini Camps from **6:00 pm to 9:00 pm** on the following **Tuesdays**
6 June, 13 June, 20 June, 11 July, 18 July

Color Guard Mini Camps. See guard schedule for more detail.

July 24th:	**8:00 am - 12:00 pm/1:00 pm - 5:00 pm** Full Band
July 25th:	**8:00 am - 12:00 pm/1:00 pm - 5:00 pm** Full Band
July 26th:	**8:00 am - 12:00 pm/1:00 pm - 5:00 pm** Full Band
July 27th:	**8:00 am - 12:00 pm/1:00 pm - 5:00 pm** Full Band
July 28th:	**8:00 am - 12:00 pm/1:00 pm - 5:00 pm** Full Band
July 31st:	**8:00 am - 12:00 pm/1:00 pm - 5:00 pm** Full Band
August 1st:	**8:00 am - 12:00 pm/1:00 pm - 5:00 pm** Full Band
August 2nd:	**8:00 am - 12:00 pm/1:00 pm - 5:00 pm** Full Band
August 3rd:	**8:00 am - 12:00 pm/1:00 pm - 5:00 pm** Full Band
August 4th:	**8:00 am - 12:00 pm/1:00 pm - 5:00 pm** Full Band **6:00 pm** Exhibition Performance.

IMPORTANT First Year Student/New Student Information:
For first year students, the band journey begins with a part placement. This process determines the part and instrument each musician will play in the band. Nothing needs to be prepared, but musicians must arrive at the band room with their instruments. Musicians will individually sight read a music excerpt and play scales. If musicians play specialty instruments (ex. tuba, baritone saxophone, tenor saxophone, etcetera), we will issue a school-owned instrument with no further fees at the part placement. Once the part placement is completed, musicians are dismissed. Musicians will perform on a first come, first served basis. Part placement dates are as follows. There are no appointments; please visit when it works best. Returning students do not need to attend a placement.

Winds and Brass Part Placements:
Wednesday, May 31st 1:00 pm to 8:00 pm or Thursday, June 1st 1:00 pm to 8:00 pm
A112 Band Room

Returning Students: See you at camp and on Tuesday nights over the summer.

PAID _____ **Student Name_____**

DATE _____ **Instrument _____Grade 9 10 11 12**

Belleville Township High School West

Marching Band Fees

<u>Please bring this form with you with payment on the assigned uniform fitting night.</u>

1.) Fee **$200.00**

- **Early Bird Fee is $150.00 if paid by June 1st.**

2.) Marching Band Shoes **$40.00**

-Returning members may already have shoes. Please check for fit and good condition.

Totals:

With new shoes	$240.00
Without new shoes	$200.00

Make checks payable to: *Belleville West Band Parents Association*

PAID _____ **Student Name_____**

DATE _____ **Instrument _____Grade 9 10 11 12**

Belleville Township High School West

Colorguard Marching Band Fees

3.) Fee **$200.00**

- **Early Bird Fee is $150.00 If paid by June 1st.**

4.) Shoes/Apparel **$80.00**

Total: $280.00

Make checks payable to: *Belleville West Band Parents Association*

PAID _____ **Student Name_____**

DATE _____ **Instrument _____Grade 9 10 11 12**

Belleville Township High School West

Winter Percussion Fees (Spring Semester)

<u>Please bring this form with you with payment on the assigned uniform fitting night.</u>

1.) Equipment Fee	**$60.00**
2.) Instructional/Design Fee	**$100.00**
Totals:	**$160.00**

Make checks payable to: *Belleville West Band Parents Association*

PAID _____ **Student Name_____**

DATE _____ **Instrument _____Grade 9 10 11 12**

Belleville Township High School West

Winterguard Fees (Spring Semester)

<u>Please bring this form with you with payment on the assigned uniform fitting night.</u>

1.) General Fees $250.00

Totals: $250.00

Make checks payable to: *Belleville West Band Parents Association*

Explanation of Band Fees

Belleville Township High School District 201 is very supportive of the Music Department and ensures our ability to transport the band, provides insurance to our activities, maintains state-of-the-art facilities for our rehearsals and performances, and employs two full time band directors for our department.

The $30.00 fee paid to District 201 is used to procure some of our band equipment and register for events and competitions.

The **Belleville West Band Parents Association** works in conjunction with District 201 to provide leadership, logistics, and manpower for events and the capital for instructional staff, uniforms, clothing, meals, trailers, instruments, and infrastructure. Managing the Belleville West Band requires hundreds of thousands of dollars and thousands of parent/guardian-donated hours. The fees collected at registration represent a fraction of the necessary funds required to manage instrumental music at Belleville West.

As a point of perspective, the set of uniforms the Band Parents Association purchased cost $80,000.00. The organization also allocated $12,000.00 towards additional instruction and $10,000.00 towards instrument procurement last year. The Band Parents Association does its best to mitigate these extreme costs and keep participation as affordable as possible. Our fees represent the lowest band fees among comparably-sized bands in active and prominent band programs.