



Band Department  
Marching Band Handbook  
2017

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Justin Surface- Color Guard Director

1 Arabian Drive  
Pendleton, IN 46064  
765-778-2161 ext. 6033

[www.phhsband.com](http://www.phhsband.com)

Sponsored by  
South Madison Community Band Boosters



### **Philosophy:**

The Marching Band provides the opportunity for all members to enjoy themselves while developing their musical and guard skills, self discipline, self confidence, interpersonal skills and leadership. The students and staff work together in a positive, nurturing way to achieve their best as a team and perform at the highest level possible.

### **How to Register:**

Registration is done online. The link is available on the website and here:  
<https://goo.gl/4uC1sw>

### **Attendance:**

Attendance is incredibly important for any group that practices together. If a student isn't present, they leave a hole visually and musically. Excused absences include weddings, funerals, previously planned vacations or major events. Things not planned ahead of time, work, and non-PHHS sporting activities are not excused. Unless worked out ahead of time, each student is expected to work with their employer to accommodate both schedules.

For those using band as a P.E. credit, the following scale is used:

- 4 unexcused absences will result in the loss of the P.E. Credit
- 2 unexcused tardies = 1 unexcused absence

A form will be available at the end of the season to turn into Mr. Taylor for P.E. credit.

**Leadership:**

Student leaders are a strong part of the marching band experience. Leaders go through training and are mentored by directors and staff. Section Leaders and Drum Majors apply in the spring for their positions.

Students interested in applying for a leadership position are to write a 1 page, double spaced paper on “What leadership you can bring to the Marching Arabians.”

Dates: April 6- Leadership Training 2:40-4:00

**ADDITIONAL STAFF**

The Marching band utilizes a number of staff to help teach throughout the season. Working with other professional musicians is an excellent way to continue to learn through music. Students should value those opportunities and treat each of the guests with the same respect they give to their regular instructors.

**Rehearsals:**

There are a few basic types of rehearsals:

1. Morning or Evening summer rehearsal- These are usually 4 hours long and do not include any food breaks. These are usually full ensemble rehearsals.
2. Mini-Camp rehearsals- These are normally 9-5 and include a lunch break from 12-1. Students are able to go out to lunch, eat lunch at school, or have somebody pick him/her up. These rehearsals will commonly include a visual block, music block, and sectionals.
3. After School rehearsals- These are held during the school year immediately after school or in the evening. Rehearsals are typically 3 hours long. Time is built in for students to do homework, eat, etc (before or after practice). Please utilize this for work/activities so rehearsal is not interrupted.

**\*\*For all practices, students must have a 3 ring binder, water jug, sunscreen, comfortable clothes for the weather, and close toed athletic shoes.\*\***

## **Uniforms:**

For Winds and Percussion, students will purchase a uniform bag to keep their black bibs (pants) and a jacket. These are to be hung NEATLY on the hanger after every performance. Uniform bags are to be hung in the correct spot on the semi. Each student will be assigned a hat/box that goes in its own slot on the semi. Black marching shoes are ordered each year. Cost for new and used will be published each season. Students will purchase a pair of black gloves that must be kept in good condition. Each student is responsible for wearing a plain black shirt and gym shorts under their uniform (absolutely no jeans/sweats/long pants). Each student must wear LONG black socks.

For Guard, students will have a different uniform each year. Guard will purchase shoes that can be used from year to year. Other uniform parts will depend on the uniform of the year.

## **Competitions:**

Competition days may vary in length. Each competition includes a schedule, usually provided about one week ahead of time. We will publish a schedule on email, website, and hard copies on the bulletin board for each competition. Students should eat well before they arrive and drink a good amount of water. Competition days usually include a rehearsal, loading, and travel to an off-site location. We typically stay through the awards at the end of the contest. Parents may pick up a student after the performance on the following conditions: A note must be sent to Mr. Taylor **prior to the day of the competition** and a parent must check out the student with a chaperone. This must happen prior to the contest day due to the number of things being handled on the actual contest day. Parents are needed to help move the group from place to place. For those not volunteering that day, we encourage you to come and support your child. They worked really hard for these days!

## **Student Pick-Up:**

We strive to stick to the printed schedule for rehearsals and competitions. For rehearsals, we usually end within 5 minutes of the printed time. Students must put things away before they leave. Students should be picked up no later than 20 minutes after the rehearsal ends. For a competition, students are told when we are 20 minutes away from the school. They are dismissed as soon as they unload. A

staff member must stay with the students until they are picked up, so we ask that students are picked up on time.

### **Medical Issues:**

A student must bring a doctor's note in order to sit out from a rehearsal. If a minor illness or injury occurs, the student may step out briefly with staff permission and then return. We have instituted a "10 minute rule." If a student needs to sit out for longer, they will contact a parent to pick them up to address the medical need. All student medical forms are submitted through a google doc. <https://goo.gl/zwlrQk>

### **Football Games:**

The band performs at all home football games. Each football game day has a rehearsal after school until 5:15. Following rehearsal, students will have dinner provided, and then we dress in uniforms. The band will perform a short pre-game (National Anthem, School Song, etc.), play in the stands during the game, and perform the competition show during halftime. In general, we stay through the entire game. Students are to stay at the school from rehearsal through the end of the game. Guard will change and leave after half-time.

### **Other Performances:**

The band performs in the Homecoming and Christmas parades. On occasion, we are invited to perform in other parades. Each year, we also perform at Falls Park for "Music in the Park" the last Sunday in August. Other performances may be scheduled, so please refer to the calendar for updates.

### **Band Camp:**

Band camp will take place at the school during the week of July 24-28. The daily schedule will be as follows:

Monday- 9-5

Tuesday- 9-9 (dinner provided)

Wednesday- 9-5

Thursday- 9-8:30

Pitch-in dinner (meat and drinks provided) for families at 6:00 p.m.

Parent preview performance at 7:10.  
Friday- 9-5

**Awards:**

A marching band awards program is held in November of each year. Seniors are recognized along with the outstanding musician and marcher from each class (freshman, sophomore, etc.) A video from the season is shown, so save all of your pictures! This is a great night for students, friends, and families to celebrate the season.

Each year, students will receive a chevron that can be sewn on a letter jacket. At the end of the 2nd season or participation, students will receive a Letter and be able to order and pay for a letter jacket through the boosters. The current year's fees must be paid in order to purchase a jacket. There will be no exceptions. Students must be a part of the group for at least half of the season and complete the season to be eligible for a year's service.

**Past Shows:**

2016 Mother Earth  
2015 Scissors, Paper, Rock!  
2014 The Three Apples  
2013 Pipeworks  
2012 Equilibrium  
2011 Checkered  
2010 Breathing Room  
2009 Alpha and Omega  
2008 Manhattan Heights  
2007 Never Forget

## **EQUIPMENT**

Each student is to be responsible for his/her own equipment. This includes caring for school owned equipment. Woodwind reed players should have at least 4 good reeds at all times. It is recommended to buy a box and rotate reeds as they will last much longer. Reeds are only available from service centers. Vandoren reeds are strongly recommended.

Brass players should have their own valve oil and slide grease. As a student progresses, their mouthpiece should progress as well. Students may always check with a director to see what kind of mouthpiece they should have.

Percussion students should have their own marching sticks. Battery will be supplied with one pair of sticks/mallets. Each battery member is responsible for replacing any broken sticks/mallets. The front ensemble will be provided with sticks/mallets for the season. It is the responsibility of each percussion member, along with their section leaders, to make sure all sticks, mallets, sound equipment, and all other equipment are handled, transported and stored properly without damage.

Mr. Helms from Muncie Music Center calls on our school throughout the summer on different days and on Tuesdays and Thursdays during the school year. Most equipment needs can be purchased through him. You may always call the store and have them deliver items to the school. 800-992-4481

### **Booster Info:**

Please check out the band booster meetings for great information on what it means to be a booster and support our students. We can NOT run this program without lots of parent help. There is a place for everybody, whether through donations or work. A few parents cannot make it happen for all.

**ALL INFORMATION CAN BE FOUND AT [PHHSBAND.COM](http://PHHSBAND.COM)**

## 2017 MARCHING BAND FEES

Total: **\$425, \$465, or \$495**

What do Fees Cover?

Show Design (drill, music, equipment, etc.), Camp supplies, Staff, most uniform needs, props, equipment, show shirt, and other show needs.

Fees include non-optional items and Friday Night Game Meals. This does not cover any expenses related to other program areas outside of marching band.

Additional Items Needed: Gloves, Shoes, Garment Bags, and individual clothing are on a separate form.

### **Payment Plans**

All plans will pay the initial \$50 non-refundable deposit by April 1<sup>st</sup>. All fees are non-refundable as we budget and design the show based on those that turn in a commitment form.

There are 3 options for payment plans. **To qualify for reduced fees, a parent or adult volunteer must work one or two SEPARATE events depending on the plan you have chosen.** One shift per adult qualifies as one event (min 4 hours, and up to 7 hours depending on the show needs). **Events will be in the spring of 2017/18.**

Work 2 Major Events\*      Total: \$425

Work 1 Major Event\*      Total: \$465

Work 0 Major Events\*      Total: \$495

Plan 1: 1 FULL PAYMENT plus 2 Major Events

Plan 2: Payments - \$50 Deposit on April 1<sup>st</sup>

	<u>Month</u>	<u>2 Events</u>	<u>1 Event</u>	<u>0 Events</u>
Payment 1:	May 14 <sup>th</sup>	\$125	\$135	\$145
Payment 2:	June 3 <sup>rd</sup>	\$125	\$135	\$150
Payment 3:	July 29 <sup>th</sup>	\$125	\$145	\$150

*\*If your commitment to working major events (Jazz Festival, Indoor Percussion or Winter Guard Show, and ISSMA) is NOT fulfilled, the fee difference will be CHARGED back to your account. It is your responsibility to check in with the volunteer coordinator to ensure you receive credit for events worked.\**

If you have any concerns with payment options, please contact Mr. Taylor to work out a schedule for payments. **Money is never to stand in the way of a student participating in marching band as long as they work towards paying fees.**



ALL PAYMENTS SHOULD BE MADE TO "PHHS BAND" AND SENT TO THE HIGH SCHOOL, CARE OF  
MR. CHRIS TAYLOR  
1 ARABIAN DRIVE PENDLETON, IN 46064

A PARENT'S GUIDE TO MARCHING BAND

Q. What are all of these letters I hear?

A. The Indiana State School Music Association (ISSMA) is the sanctioning body for many school music events in Indiana including our marching band circuit, solo and ensemble, jazz contest, and concert band contest. It consists of an executive director, Director of Instrumental Education and Director of Choral Education, an office staff, and office in Indianapolis. The state board is the governing body which is made up of representatives from each of 8 districts.

Music For All (MFA) used to be called Bands of America (BOA) which is also the name of the nationally run marching band contest we participate in. MFA/BOA organizes the BOA regionals and Grand Nationals for marching band, a national concert band festival, and Honor Ensembles. MFA is based out of Indianapolis.

Q. Aren't there more letters? Do they deal with marching band?

A. Winter Guard International (WGI), sanctions national winter guard and indoor percussion activities.

Indiana High School Color Guard Association (IHSCGA) governs the Indiana high school winter guard circuit.

Indiana Percussion Association (IPA) governs the Indiana high school indoor percussion circuit.

Q. What's the difference between an invitational, an ISSMA event, and a BOA

A. Any high school can host an invitational. These are similar to regular

games/meets in sports. Each show can be set up differently in their judging and ISSMA events are similar to a sectional, regional, etc. in sports. All bands can participate in the regional. The top 10 from each site go to semi-state. The top 10 from there go to state finals.

The BOA regionals and super regionals are area contests that are open to everybody, regardless of state. They are not used to qualify for anything else.

Q. What are classes and how are they determined for ISSMA?

The ISSMA Marching Band system has three large classifications. The festival class is for bands who have less resources and do not wish to be competitive.

They participate in a one day festival performance for a rating. The Scholastic class is for bands with less resources who would still like to compete. Class C and D schools who are under 55 members and Class A and B schools who are under 110 can compete in this category. They have a prelims on one weekend and finals on another based on rating.

We participate in the Open class. There are 4 classes based on school size (similar to basketball and football). We are a class B school, which is the second largest

Q. How are judges selected?

A. ISSMA has a judges coordinator who selects judges independently of the executive director, who is always a former music teacher, and the state board, who are all music teachers. Many of these judges are from out of state and do not have affiliation to one band or another. Invitationals can contract anybody they would like for judges. We often look at the panels to make sure they are quality individuals and will give good feedback. No matter how great the judge,

we must always remember that this is a subjective activity. Placements are based on six people's opinions on one day.

Q. What are they looking for when they judge?

A. Bands are judged with 6 different judges to complete their score. Individual Music (judges on the field listening for individuals and small groups), Individual Visual (judges on the field looking at movement, guard work), Music Ensemble (judge in the pressbox listening to overall sound), Visual Ensemble, (judge in the pressbox watching for overall movement, guard work), Music General Effect (judge in pressbox listens to how everything works together and coordinates musically), and Visual General Effect (judge in pressbox looking at how everything coordinates with the drill, color guard work, and visual movements).

Invitationals sometimes have a guard and a percussion judge. These are for caption awards, but not towards total score.

Q. Are there penalties?

A. Bands can get penalties. There is a very large rule book with all of the things that can and cannot be done. Most of the officials are very good about warning you if something is getting close to happening. It shouldn't be a scary thing, but they can happen. Most invitationals do not assess penalties, but they are assessed at ISSMA and BOA contests.

Q. How do we know if we're doing well?

A. If the judging system is working correctly, there are boxes called "criterion reference" on the back of each sheet that each judge uses. Similar to a rubric for

a project, each box has descriptors of what should be happening most of the time. Because this is not a one versus one type of event, it can be hard to distinguish. Six bands could all be very good, but one would still be sixth place. Scores, and more importantly where the numbers fall in the boxes, help establish what is going well and what needs to be improved.

Q. What does it mean if we place very differently at all of the contests?

A. In some circuits, many of the same bands go to the same shows each week. In addition, some will announce all placings. Most invitationals only announce the top three bands per class. We will end up going to very different types of shows. Some shows will be packed with the top five from last year's state finals. That means even some state finalists will be announced as participation. Every show is different and the score placement in the boxes and commentary really tell you how judges see the show.

Q. What is the PHHS Band philosophy of competition?

A. Marching Band has a competitive aspect to it. We embrace that and use it as a motivational factor. However, success is not dictated by "winning" or "losing." Success is determined by the progress from the start and amount achieved. A group that reaches their potential, but doesn't make it as far in the competitions still has success. We believe that the life-long skills and friendships that are developed through this activity far outweigh a trophy. Achieving competitive success is nice, but it is not the end goal. Each band program has a different philosophy. Some programs that win all the time never mention one word about competition, but about the way to work towards your goal as a team. That is the

approach we take.

Q. What happens on a typical contest day?

A. Students will do a rehearsal early in the day. This isn't so much to get better, but to get into the mind set of being able to perform. This is a unique activity in that you only get about 8 minutes and one shot. After rehearsal, students will load all of their equipment on to the semi. Depending on the schedule, we will eat at some point. When we arrive to the contest site, students and parents unload all of the equipment, get dressed into uniforms, and prepare to go. We will first move to a physical warm-up where students go through their physical warm-up exercises. After that, they move to a music warm-up. The color guard continues with their warm-up. The winds and percussion will warm-up separately for a while. They will then come together for the final run of music. Following the warm-up period, it is usually a long walk to the field. The band will set up and perform. After the performance, students change and load their equipment. We will go for awards at the end of the class or contest. When we arrive home, all students help unload before being dismissed.

Q. Can I get a recording of a contest performance?

A. Unfortunately, no. Even about 10 years ago, copyright law was not as enforced with these types of events as it is today. Every organization now requires synch rights and permission to arrange for all music. ISSMA had a fan network which archived all of these videos for a fee, but it has been shut down this year due to stringent copyright laws. All contests will ask that you do not

record bands. We will receive one archival copy of each show that the students will get to see.

Q. How are contests decided and when do the schedules come out?

A. Bands host invitationals and send information anywhere from the spring to late summer. We try to find the best contests that correspond with our schedule, distance, perceived educational experience with judges and critiques, and past experience. There are no pre-requisites for contests or to participate in ISSMA/BOA events. Contest schedules come up out 1-2 weeks before a contest. How quickly a schedule comes varies with each contest host.

## 2017 MARCHING ARABIANS **OPTIONAL** Items

Student Name: \_\_\_\_\_

Parent Name: \_\_\_\_\_

Phone #: \_\_\_\_\_

**Order Form & Payment  
Due: July 26, 2017**

**Make checks to:  
PHHS Band Boosters**



### Spirit Bag with band logo & student name

\$25 each - Black/Grey

Polyester duffel bag measuring 10"x19"x9  $\frac{3}{4}$ ". Featuring front zippered pocket, side compartment, microfiber mesh bottle pocket, detachable adjustable shoulder straps, and web handles.

Name to appear on bag: \_\_\_\_\_ (First Initial - Last Name)



### Yard Signs - Personalized - \$15

Show your spirit and support your student.

Printed four color/both sides

Features show name, student name, and section or instrument

Name to appear on sign: \_\_\_\_\_

Section or Instrument to appear on sign: \_\_\_\_\_

**GRAND TOTAL:** \_\_\_\_\_

Official Use Only

Paid	Cash _____	CK # _____	AMT _____
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## 2017 MARCHING ARABIANS **REQUIRED** UNIFORM PIECES

for all NEW Marchers and Returning Marchers (if needed)

Instrumentalists Only - Guard will have a separate list of required pieces that will come directly from Mr. Surface.

Student Name: \_\_\_\_\_

Parent Name: \_\_\_\_\_

Phone #: \_\_\_\_\_

**Order Form & Payment  
Due: June 7, 2017**

**Make checks to:  
PHHS Band**



### **DSI MTX Black Marching Shoes - \$40**

All sizes are available in regular and wide width.

Men's Sizes: 2.5 to 18

Men's half sizes up to 11.5. Whole sizes 12 to 18

Women's Sizes: 4.5 to 20

Women's half sizes up to 13.5. Whole sizes 14 to 20

Shoe sizes must be accurate.

**There is a charge of \$20 for returns and shipping back**

**Men's Size:** \_\_\_\_\_

**Women's Size:** \_\_\_\_\_



### **Black Long Wrist Sure Grip Gloves - \$6**

**Woodwinds & Brass Only. Percussion do not need gloves**

Sizes Available: XS, S, M, L, XL

We will determine size during uniform fitting



### **Black Uniform Garment Bag with band logo and student name - \$35**

**Name to appear on bag:** \_\_\_\_\_ (First Initial - Last Name)

**GRAND TOTAL:** \_\_\_\_\_



Paid	Cash _____	CK # _____	AMT _____
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## SHOW SHIRT ORDER FORM

**Optional**

SIZES AVAILABLE

**Youth Sizes:** Small, Medium, Large

**Adult Sizes:** Small, Medium, Large, X-Large

**Adult Larger Sizes:** 2X, 3X, 4X, 5X

**Short Sleeve T-Shirt or Hoodie**

**ORDERS DUE BY WEDNESDAY,  
JULY 26TH**

The front of the shirt will feature the show theme. The back of the shirt will feature our performance schedule. We encourage you to wear these shirts to the contests!

SIZE	Short Sleeve T	Hoodie
Adult Small	_____ @ \$13= _____	_____ @ \$22 = _____
Adult Medium	_____ @ \$13= _____	_____ @ \$22 = _____
Adult Large	_____ @ \$13= _____	_____ @ \$22 = _____
Adult X-Large	_____ @ \$13= _____	_____ @ \$22 = _____
Adult 2X-Large	_____ @ \$15= _____	_____ @ \$24 = _____
Adult 3X-Large	_____ @ \$15= _____	_____ @ \$25 = _____
Adult 4X-Large	_____ @ \$15= _____	_____ @ \$25 = _____
Adult 5X-Large	_____ @ \$15= _____	_____ @ \$25 = _____

- Payment must be prepaid
- Make checks payable to:  
PHHS Band
- All students receive 1 t-shirt as part of their fees (do not use this form)

*Return order form and payment to the black box no later than Wednesday, July 26th.*

**TOTAL AMOUNT DUE \$** \_\_\_\_\_

Student Name \_\_\_\_\_

Parent Name \_\_\_\_\_

Phone # \_\_\_\_\_

***\*Youth Sizes are available in t-shirts only- please indicate if desired.***

Official Use Only

Paid	Cash _____	CK # _____	AMT _____
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