

**Brea Olinda High School
Instrumental Music Department**



Mr. Joseph A. Bartell - Director of Bands

Program Handbook

*Brea Olinda High School Band and Color Guard
performs*

With an Attitude of

“Pride and Confidence”

Here you will learn not just music, but self-discipline, responsibility and teamwork; you'll develop a solid work ethic; you'll learn to organize your time and to motivate yourself and others while you gain leadership skills. Your creativity will flourish and your self-esteem will grow. Band members are expected to get good grades in ALL classes. The pride that you will share in this group will lead to many happy hours with life-long memories and life-long friends. It is our intention that the band and the guard be the highlight of your high school career.



ESPECIALLY FOR THE PARENTS

Respect

Commitment

Responsibility

Dedication

Leadership

Confidence

You will hear me speak throughout the year about the benefits of this kind of program for your student, about academic studies and the accomplishments of past and present students. Our band program instills respect and self-worth in our students. They learn to respect themselves, their fellow band members, their instructors and the administration. Each of them, at every given moment, is not only representing themselves, but the band program at Brea Olinda High School. They are expected, not only by their instructors but their fellow band members as well, to be exemplary in every aspect of their life.

Band is a lesson in dedication and commitment. I set high expectations and help each individual achieve them. The students aim for no less than their best in all aspects of high school. The students know that acceptable grades are necessary to remain in the band program. My students are expected to achieve their personal best and should make the honor roll. If a student is having problems in a certain subject, they should talk to Mr. Bartell. I will see to it that they get help. By the end of your student's freshman year, you will see a shining new confidence in your son or daughter.

The students govern the band under the supervision of Mr. Bartell. They elect officers and representatives who, along with the instructors, make decisions on the direction the band will take. This leadership team helps Mr. Bartell to pick the band's goals for the ensuing season. They discuss accomplishments, anticipate obstacles and figure out ways to overcome those obstacles. They will help Mr. Bartell decide on appropriate avenues for improvement. However, each student is equally responsible for the success of the band whether or not he or she holds an office. It will take everyone's effort to make this program the best it can be.

Above all else, Band is a "ZERO TOLERANCE PROGRAM". **NO DRUGS – NO ALCOHOL – NO SMOKING – NO STEALING – NO VANDALISM!** Respect is the order of the day – for oneself, for each other, and for student and school property. We are a big family and each member watches out for the other. You will be able to afford yourself a great piece of mind in knowing that your student will always be supervised and safe in the company of the finest students Brea has to offer.

And we have fun!!!

Expected Program Conduct:

The Brea Olinda High School Instrumental Music Program is the best group around. We have some of the finest students and will have the highest quality group conduct. We will be as respected for our high standards and our positive attitude as we will be for our musical abilities. Here are some of the policies:

Under no circumstances and at no time during school activities will any band member be involved with alcoholic beverages or illegal drugs. Under no circumstances and at no time will any band member be involved with smoking or tobacco use of any kind.

A breach of any of the above rules may result in dismissal from the band and/or suspension from Brea Olinda High School.

Defacing of school property, including instruments or any part of the band room is considered vandalism. Anyone guilty of vandalism may be dismissed from the program and suspended from school, but they may also be financially responsible for the damages incurred. Of course, the same is true for stealing. Please respect other people's property the same as you want yours respected.

Because of our many public performances all year long, every member of the Brea Olinda Band is constantly in the spotlight of the school and the community; therefore, each member must demonstrate the highest quality of personal and group behavior. If you were to do something inappropriate, people don't say, "Boy, that kid really thinks he's hot," they say, "The Brea Olinda High School Band is really rude," or "The kids at Brea Olinda High School are terrible, what a lousy school." Your actions represent the entire school. The pride and the name of our band and school are carried with you at all times and they are reflected in your actions. Because our actions as individuals and as a group reflect so strongly in the community, it is absolutely necessary that we carry ourselves with pride and dignity.

Band members are ALWAYS respectful and courteous to others, and we are honest. At competitions, we always support other musical groups. We cheer loudly and in a positive way for all of our competitors. This will be the class organization of Brea. We will continue to live up to these high standards.

Rehearsal Attendance Policy:

Marching Band attendance at rehearsals is mandatory. For afternoon family events or Doctor appointments, schedule them to fall on a **FREE DAY OF THE WEEK**. Rehearsals are our review sessions for the performances. Our performances are our final exams. We have one opportunity, and when the tournament is over, it is over. There are no make-up “exams”. How we score is absolutely based upon how we rehearse. On our team, everyone who has a spot in our show is on the 1st string. We do not have back-ups that we can “put in the game” at the last minute. If someone is in school, but misses rehearsal, their grade will be directly affected. Please understand that for the good of each individual member and the good of the group – illness and family emergencies (accompanied by a phone call from home or an in-person parent visit) are the only excused absences.

After School/Night Rehearsal Schedule: Tuesdays 3:00pm – 7:00pm

After school rehearsals will start promptly on time. ALL students will be in the band room by 2:45pm getting ready for rehearsal (getting instruments out, setting up the field, helping out, etc.). If you are not in the attendance block by 3:00pm sharp you will lose your participation points for the rehearsal.

Please plan on picking up your children approximately a half an hour after the rehearsal (7:30 on Tuesdays). Rehearsals will end at 7:00 pm and will be followed by announcements and other important issues. After these announcements the students will be released back to the band room and ready for pick-up at 7:30.

Sectionals will be required once a week for all sections during the marching season and as needed during concert band season. Each section leader will set sectional times during band camp. Each section leader is responsible for taking attendance and turning it in to Mr. Bartell the next day. Every student is required to attend sectionals. Mr. Bartell must clear any absences. This may be done by a phone call, email, or an in person visit by the parents.

Pit Personnel: During our after school/evening rehearsals they will need to stay a little longer than the rest of the band members to put away the pit equipment. If your son or daughter is in the pit please add 20 – 30 minutes to the pick-up time.

Equipment Responsibilities:

During the marching season each section (clarinets, trumpets, low-brass, etc.) is responsible for helping the pit to put away the band equipment after rehearsal. During your son or daughters turn, please allow an extra 15 minutes for the pick-up time. The equipment section of the week will be listed on the board in the band room.

Special Rehearsals:

There may come a time or two during the year when we will need to schedule an extra rehearsal, or a make-up rehearsal. These will be very few and far between. Extra rehearsals might be needed to finish up our show, or to make up for a poor rehearsal on another day. Make-up rehearsals will be scheduled in the event of situations out of our control (weather, director illness, or other school activities). I would appreciate your cooperation in the case that one of these situations may arise. Again, these special rehearsals will happen no more than a few times a season, if at all.

Uniform Policies:

When in uniform:

1. Always watch your language as a band member but especially when in uniform.
2. No hugging or kissing while in uniform
3. Uniforms must always be worn in their entirety at performances. At no time should an individual be out in public view with their uniform in disarray or partially on. Occasionally when we are traveling to and from performances on the bus we may go in what we call “Half Uniform”, which is full uniform without wearing the jacket. We do take the jacket; we just don’t wear it on the bus. All students will be required to wear their band T-shirt.
4. **PRIDE!!** When wearing the band uniform you represent our band, Brea Olinda High School, and our community. Make us proud that you wear this uniform.
5. **HANG UP** your uniform properly: Pants folded correctly, jacket hung up the right way on the hanger, cape properly fastened to the jacket.
6. **HANG UP** your uniform in the garment bag half (1/2) unzipped so that it can air out.
7. **HANG UP** your uniform in the correct location in the uniform room.
8. **DO NOT** put dirty socks, shoes, band shirts, or other clothing in the uniform bag.

Due to the military look of the uniform, girls are to wear minimal make-up, no jewelry, and no finger nail polish. Your hair is to be off the collar and up under the hat. Remove all visible jewelry. When traveling each student is responsible for his/her instrument, uniform, shako, shoes, and all other uniform parts and equipment.

Locker Policies:

1. Mr. Bartell may enter any locker at any time.
2. **NO** food or drink in the locker at any time.
3. Members are required to buy a lock for their locker. Each member must give their combination to Mr. Bartell, and present the lock at the same time for authentication of the combination. The combinations will be stored in a safe and secure place only accessible to Mr. Bartell and the student.
4. **DO NOT** share your locker combination with any other students or adult except Mr. Bartell. This is how lockers get broken into and things turn up missing.
5. Lockers are not to be shared unless prior clearance have been given by Mr. Bartell.

School Instruments:

If you are issued a school instrument you are responsible for it completely. If you loan it to someone else and they lose it or severely damage it, it is still your responsibility. You will need to pay for all major repairs such as dent removal and replacement of a mouthpiece. Failure to repair or replace a lost, stolen or damaged instrument will be reported to the school authorities.

Instrument Storage Policy:

Lockers will be issued to each student at the end of band camp. Students must use these lockers to store their instruments. Instruments that are left out can be stolen or damaged. Instruments that are left out can also get in the way of the other band members. Instruments and/or students can be hurt by instruments that are left out. In order prevent damage or injury I pick up these instruments and put them in a safe place until the next day. The first offense will result in a warning. The second offense will result in a band detention. All subsequent infractions will result in further discipline and may lead to the loss of locker privileges for the remainder of the school year.

After Marching Season:

Following the marching season the band will work on music for the holiday concert. Due to the limited amount of time between the end of marching season and the holiday concert, several after school rehearsals may be required so that we may focus on the concert music.

Wind Ensemble:

This ensemble is the core of the entire program. The wind ensemble performs very challenging music and will participate in several festivals. There will be several after school rehearsals scheduled for this group, typically on Tuesdays and Thursdays from 2:45-4:00. These rehearsals will give us an opportunity to combine the various class periods that meet during the day into our full ensemble. We may also use this time to bring in a clinician and other professionals in the field of music to give us a different perspective on the music and to help us perform the pieces to the best of our abilities.

Wind Ensemble Attire:

Guys – Black trousers – **NOT** jeans of any kind but rather nice black slacks, a white, button-up dress shirt and a solid black tie. You will also need to wear black shoes and black socks. This is not a fashion show -- it is a concert. Conservative dress is required.

Girls – A nice black dress or a black pantsuit accompanied by a nice pair of black shoes. This is not a fashion show -- it is a concert. Conservative dress is required.

Jazz Band:

This will be the smallest performing group in the Brea Olinda music program. It is an elite group of musicians who will audition for the positions available. This group will solely focus on music of the jazz era and will participate in many different festivals and concerts throughout the community, state, and nation. Although this group will be playing music of a different style the same basic music concepts will be worked on and improved upon. Several additional rehearsals may be required for further rehearsal time and clinics.

Jazz Band Attire:

Jazz Band members will dress in black pants, a solid black button-up dress shirt, and a “funky tie” of their choosing. Student must also wear black shoes and socks.

Winter Guard:

The winter color guard performs and competes in their own competitions immediately following the conclusion of the marching band season. This group performs to music of using a variety of equipment, props, and dance. The winter guard competes at competitions throughout Southern California and occasionally has traveled outside of the State. Since there are some students enrolled in the class, and others that are not, the group has weekly rehearsals that take place after the school day. Other rehearsals may be required during the course of the season as well.

Winter Guard Attire:

The color guard will perform their numbers while wearing theme appropriate clothing. There may be an additional cost for the students to purchase these uniforms. Information regarding that and other required materials will be communicated to the students prior to the start of the winter season.

Winter Drum Line:

The winter drum line performs and competes in their own competitions immediately following the conclusion of the marching band season. This group performs to music using a variety of equipment, props, and instruments. The winter drum line competes at competitions throughout Southern California and occasionally has traveled outside of the State. Since there are some students enrolled in the class, and others that are not, the group has weekly rehearsals that take place after the school day. Other rehearsals may be required during the course of the season as well.

Winter Drum Line Attire:

The drum line will perform their numbers while wearing theme appropriate clothing. There may be an additional cost for the students to purchase these uniforms. Information regarding that and other required materials will be communicated to the students prior to the start of the winter season.

Classroom Rehearsal Policies:

1. Students should be in their seats, with their instruments out, ready to rehearse, within a reasonable amount of time following the bell to begin class.
2. When Mr. Bartell, any staff member, guest, or student leader is standing on the podium you are to give them your full attention immediately.
3. If Mr. Bartell, other staff member, or booster parent is addressing the band, even off of the podium, you are not to talk or play. You will give them your full attention.
4. If you do not have your instrument, other than it being in the shop for repair, you may be assigned a detention or given an alternate assignment to be completed.

Grades:

Band members are expected to do well in school; all of your classes are important. If you are not doing well in a subject. Mr. Bartell, and even your fellow bandmates, are here to help you be successful. Don't wait until grades are a week away or until final exams to seek help. Per school rules, students must maintain a 2.0 GPA to participate in extracurricular activities.

Your Band Grade:

Your evaluation is based upon three areas.

1. Performances – **You must attend all performances and rehearsals.** Rehearsals and performances count towards 60% of your band grade. In order to earn an acceptable grade in the class, attendance at these events is mandatory. The only exceptions are if you are home sick or in the hospital, a member of your family has passed away, or there is some other family emergency that has been cleared by Mr. Bartell. Only students who attend all performances and rehearsals will be eligible for an "A".
2. Tests – During the course of the year, you may be tested on your music periodically to make sure that you are learning the required material. You will also be required to turn in a weekly practice record via the Charms Application. You must practice a minimum of 3 hours a week. Students will be rewarded with extra credit for practice above the minimum 3-hours, up to one additional hour a week. Late practice records will be accepted.
3. Miscellaneous – Students will earn points for other assignments such as wearing their band shirt on required days, turning in required forms, and other small tasks like those.

Music and Materials:

We will more than likely play everyday that you are in class. Very rarely students will be given a homework/study day, or even just a free day to do whatever they wish. Therefore, students need to have their instrument, music, and other required materials in class every day, no exceptions! Students may share music during class, but they are responsible for having their own copies. If their stand mate is absent, they must be able to use their own music and not rely upon their peer to provide it. If a student does not have their music in class it will be dealt with in the same way as forgetting an instrument.

Band Tour:

Every year the band, or one of our other groups, will strive to go on tour. There are many steps that we must take before we can go on tour, the main ones being School Board approval and fundraising. The tour is designed to be educational and fun. It may consist of a band exchange, several concerts, competitions, visits to places of interest, and also some fun, educational activities. Travel is by bus, boat or plane. Attendance is not required, but it is strongly recommended. The tour brings the band members closer together and makes the year even more memorable. Tour policies are easy to remember:

1. All Brea Olinda rules apply.
2. All Band rules apply.
3. All of Mr. Bartell's rules apply

Band Office:

The band office is where Mr. Bartell handles most of the business of the band, some of it in person, some over the telephone. If the door is closed please knock and wait for permission before entering. If you are not asked to come in, there is a reason, so do not enter. If the door is open you are more than welcome to come in, but please make sure that you are not interrupting any conversations, or business that might be currently going on. Students are not allowed to be in the office without Mr. Bartell being present unless you were given permission directly from him.

All band contributions, trip deposits, or fundraiser money/orders are to be given to Mr. Bartell directly. Do not attempt to hand money to tMr. Bartell in the middle of class. This business will be taken care of before or after class, snack, lunch, or any other time in which we are not in the middle of class or rehearsal. All transactions are entered into the Charms software. You may keep track of your financials via this program, as well as print out a receipt.

Band Officers:

The band officers make up the band council along with the color guard representatives, drum majors, section leaders, and percussion captain. The band council will make many decisions about the band; they will help Mr. Bartell make decisions about the field show, our competitions, our tour, our parties, our awards, etc. If you want to be involved in the leadership of the band, you should run for a band office. Band offices available are:

- **President**: Leads the student band council meetings, attends Band Booster meetings as the student representative, coordinates the band banquet, and is the legislative student leader of the band program.
- **Vice President**: In charge of band social functions and activities. They will also help the president in their duties and will take charge of the council meetings if the president is ill.
- **Secretary**: Takes roll and records the minutes at all council meetings.
- **Treasurer**: Maintains all band council funds and balances. Student is responsible for assisting Mr. Bartell in keeping accurate details of band council funds.
- **Historian**: Takes pictures and puts together the band video shown at our end of the year band banquet. The Historian is also responsible for working with the yearbook staff and the school newspaper to get pictures and information published.
- **Librarian**: The librarian will be in charge of passing out and collecting music. They will make sure that it is filed away in a well-organized manner.
- **Equipment Manager**: They are responsible for overseeing and assisting with the moving of all band equipment during field shows, concerts, and on tour. It is also their duty to make sure that the instrument storage room is kept neat and orderly. The equipment manager will also organize which section will be doing equipment duty each week.
- **Class/Ensemble Representatives**: These positions are appointed by Mr. Bartell. Their primary duty is to be the liaison to their specific grade levels, collect funds for social activities, gifts, etc from their constituents.

Band Boosters:

The Brea Olinda High School Band Booster Club is a valuable organization whose purpose is to provide support for the band program in many capacities. The boosters serve to provide the means, through the band director and his staff, by which the instrumental music department will meet the highest of goals.

The band boosters meet periodically throughout the school year, at times and dates determined by the executive board of the organization. As we are continually seeking support, all parents and/or guardians are strongly encouraged to attend and participate in meetings. Parents and/or guardians who are extremely enthusiastic and dedicated may wish to consider becoming either a board member or committee chairperson. The board makes most of the decisions about booster support and contributions to the band. All board meetings will be open to all members of the booster club. Regular meeting times and dates will be announced in advance and you are invited to come to any of them. Please don't wait for someone to ask—**you are always welcome!**

It is almost impossible these days to run a competitive band program without appropriate financial support. Although the school and the district take care of many expenses, there are always many things for which they are not able to pay. For this reason, the primary goal of the boosters is to provide fundraising opportunities that will enable our band to pay for bussing, competition fees, payment of instructional staff, and other essential elements vital for the instrumental music department's success.

Although the boosters are indispensable for the smoothest operation of the band, the director is the primary decision maker for the program and its activities. The director is solely responsible for decisions including but not limited to: selection of instructional staff, purchasing of music and equipment, and the philosophical objectives of the instrumental music department.

Contract of Dedication

I understand the performance and rehearsal schedule that is outlined in this handbook. I also understand that extra rehearsals may be scheduled as needed. I promise to be at every rehearsal and performance unless I:

1. Am in the hospital or very sick
2. Am in mourning for a loved one.
3. Have had my parents contact Mr. Bartell in advance, and he has excused me (very rare)

I understand that I am very important to the group and I know that my absence will hurt the entire group. I understand that just because I know my music and my marching spots, that does not mean that missing rehearsal will not matter much. I know others need me there to get their part completely correct.

I promise to be dedicated to excellence, and I promise to learn my part of the music, and/or movements to the best of my ability.

I understand that in order to have fun playing my instrument, I must FIRST learn to play it well. I understand that dedication is at the heart of being a great band and I plan to be committed to continuing the tradition of excellence here at Brea Olinda High School. Our band motto is ***be prompt, be prepared, and be positive***, I will follow that motto.

I _____ and _____ have read this
(Student) (Parent or Guardian)

entire handbook and contract thoroughly and hereby agree to its contents. I will abide by the handbook policies as stated.

(Student Signature)

(Parent or Guardian Signature)

Date

Date

**THIS FORM MUST BE RETURNED TO MR. BARTELL BY THE LAST DAY OF
BAND CAMP!!!!**

Brea Olinda Audition Form

Name: _____ Year in School _____

Instrument: _____ Date: _____

Scales:

_____	1	2	3	4	5	Total _____
_____	1	2	3	4	5	Total _____

Prepared Piece:

Tone 1 2 3 4 5 6 7 8 9 10 Total _____

Rhythm 1 2 3 4 5 6 7 8 9 10 Total _____

Notes 1 2 3 4 5 6 7 8 9 10 Total _____

Dynamics 1 2 3 4 5 6 7 8 9 10 Total _____

Articulation 1 2 3 4 5 6 7 8 9 10 Total _____

Sight Reading:

Rhythm 1 2 3 4 5 6 7 8 9 10 Total _____

Notes 1 2 3 4 5 6 7 8 9 10 Total _____

Articulation 1 2 3 4 5 6 7 8 9 10 Total _____

Dynamics 1 2 3 4 5 6 7 8 9 10 Total _____

Comments/Recommended Ensemble:

(Adjudicator)

Total Score _____
(100 Possible Points)