



2016-2017

# Band Manual

Alan Weathers

Director of Bands



Bradwell Institute  
100 Pafford St.  
Hinesville, GA 313131

Dear Tiger Band Members & Families,

It is with great pleasure that I welcome you to the 2016-2017 edition of the ***Bradwell Institute Tiger Band!*** Jeremy Fermin has done an amazing job with this fine ensemble, and his continued goal to make BI the best marching and concert ensemble in the state is my shared goal for this year. Though I am new, and there will be a transition period, I feel that the hard work you have invested in this program will flourish, and we will continue to move forward TOGETHER.

Parents, thank you for letting your child participate in the musical arts. Without support from parents and the community, there could be no band program. The Bradwell Institute Band Program will be entertaining for you and emotionally fulfilling for your child. I hope you choose to get involved with our band booster program to help continue moving this program forward. It takes a great booster organization to have a great band program.

Band members are constantly on display, each must always be aware of the importance of exemplary behavior. You should remember that you represent the Tiger Band, Bradwell Institute, the Hinesville community, and the State of Georgia whenever you perform or appear publicly. Any misconduct at any time casts a direct reflection on all those you represent and may well undo the good work of hundreds of loyal alumni, students, and townspeople.

The Bradwell Bands have been exemplary in setting the precedent for band programs across South Georgia. I feel that this year is going to be better than ever, because I plan on bringing my best to this band program. Band camp will be hard, and rehearsals will be harder, but TOGETHER I know that BI will achieve new heights, and continue to be the best band program not only in Liberty County, but in Southeast Georgia, and the nation.

Sincerely,

Alan Weathers  
Director of Bands  
Bradwell Institute

Our Mission:

**TO ENTERTAIN.**

Our Vision:

**1. To be the premier performing arts ensemble in Liberty County and Southeast Georgia.**

**2. To instill lessons that will make our students life long productive members of society.**

**3. Be a high profile, positive entity in our community.**



## **General Guidelines**

*The purpose of these guidelines is to ensure the most productive rehearsal atmosphere.*

1. Don't make stupid decisions.
2. Disrespect of directors, staff, and other students is absolutely unacceptable and will not be tolerated.
3. All students shall comply with any request made by Mr. Weathers, his staff or designee.
4. Attendance is mandatory at all events. Never assume an event or rehearsal is cancelled because of inclement weather.
5. To be early is to be on time, on time is late, and to be late is unacceptable.
6. All Bradwell Institute and Liberty County Board of Education Policies will be enforced.

*Cell phones are not to be seen during rehearsals and performances. If the cell phone becomes a distraction from rehearsals and performances, it will be confiscated and a parent or guardian will have to come pick it from the director. If it is out during classroom time, the Liberty County School System cell phone policy will be enforced.*

## Syllabus & Grading Policy For Classroom

**Course Description:** The primary objective of band is to entertain. This will be accomplished through the music that is performed at the highest level possible. To perform at this level will require a focus on fundamentals that will be taught during class. Band is a co-curricular course; that means grades will be assigned for events and functions during and after school. Students that are in a band class that choose not to do marching band will have alternate assignments to make up the grade. Likewise, students that are not signed up for a class that participate in marching band will have to demonstrate a proper level of musicianship with modified evaluations.

Performances: 25%

Participation: 25%

Playing Test: 20%

Written Assignments: 15%

Final Exam: 15%

**Performances:** Attendance at all after school performances is mandatory for all band members. These functions include, but are not limited to, concerts, football games, competitions, etc. Failure to come to a performance will reflect negatively on the students grade.

**Participation:** Every student is expected to be prepared for class everyday and to play at appropriate times. A daily grade will be assigned and the average will be logged in the grade book at the end of every week. Loss of points include but are not limited to:

- The student refusing to play their instrument
- The student talks excessively
- The student does not have the necessary items, such as instrument, music, pencil, during class.
- The student engages in any behavior that keeps him/her or another student from doing the class work, whether that work is playing, listening, or doing a written assignment.

## Syllabus & Grading Policy (Cont.)

Playing Test: Periodically, there will be playing tests during class time. The student will play the excerpt during class time with several other students. Students will be assessed on the following:

- correct rhythm
- correct notes
- correct articulation
- correct musicianship (dynamics, phrasing, etc)

Written Assignments: Students from time to time will be required to do brief writing assignments on various topics. Both grammar and content will be graded.

Final Exam: A comprehensive final exam will be given at the end of both first and second semester.

### **Classroom Procedures**

Entering the Room: Students will quietly enter the room and retrieve their instruments from their assigned lockers. Once the bell rings, students will have three minutes to get their instruments out and assembled.

Bathroom Policy: Students are to use the bathroom before and after class. Only extreme emergencies (vomiting, bleeding, etc.) will be allowed during instructional time. If students use the bathroom during class time their participation grade will be affected.

Dismissal from Class: Students will be allowed between 3-5 minutes at the end of class to put their instruments up. Once it is up, students will assemble near the door and wait until the bell rings. Once the dismissal bell rings, students will quietly exit the room.



## Discipline Procedures

While it is expected that members of the Tiger Band act professionally and with maturity at all times, there are some instances where consequences to inappropriate behavior are warranted.

**First Offence:** Verbal Warning

**Second Offence:** Documentation in with school MIR system.

**Third Offence:** Parent contact

**Fourth Offence:** Disciplinary referral

*\*Excessive offences could result in dismissal from the band program*

*\*Any major infraction, fighting, cursing, etc will result in an immediate disciplinary referral.*

## Rehearsal Schedule

**Marching Band:** After school rehearsals will be every Tuesday and Thursday from 4:30-6:45. Students will be required to meet at 4:30 outside the band room and students will march down to the field together. Please ensure that you are receiving emails from Mr. Weathers.

**Concert Band:** Rehearsals will begin after school in November and continue through Spring Semester. The rehearsal days will be Tuesdays or Thursdays after school. A calendar is provided with specific rehearsal dates in advance. A dress rehearsal is the week of the concert at the performance venue. *All after school practices for a concert are mandatory unless an extreme emergency has been cleared IN ADVANCE.*

## Attendance Policy

Attendance is mandatory at all events including performances and after school rehearsals. Band is one of only a few organizations that requires 100% participation by every individual. With that said, there will be situations where a student will have to miss a rehearsal or performance. **ALL absences must be presented in writing PRIOR to the missed event.** Absences will be coded as “Excused” or “Un-Excused.”

### **Excused Absences:**

**Emergency:** These absences are the result of unforeseen circumstances such as sudden illness, family illness, or death in family. Contact Mr. Weathers *immediately* if an emergency should occur. A note acknowledging the absence is required upon return.

**Non-Emergency:** The following are acceptable non-emergency excused absences:

- Religious observances
- medical/dental appointments (please try to schedule around rehearsals)
- college visitations
- legal obligations
- family visitation

***\*\*All non-emergency excused absences MUST be submitted prior to the missed event! Failure to do so will result in disciplinary action.\*\****

### **Tardiness:**

Rehearsal and performances BEGINS at the time indicated on the calendar; therefore, students are expected to arrive early in order to get their instrument ready and into proper formation. After school clubs are not excused reasons for tardiness. Unexcused lateness will be treated like unexcused absences and will have appropriate consequences.



## Attendance Policy (cont.)

### **Unexcused Absences:**

An unexcused absence is defined as failure to show up to a BI Band event without prior approval and/or an absence for any reason other than the excused absences listed above. Consequences for unexcused absences are as follows:

- More than one unexcused absence from rehearsal will result in a reduction in the marking period grade
- An unexcused absence from rehearsal may result in suspension from performance
- Students with more than THREE unexcused absences or ONE unexcused performance absence, could possibly be dismissed from the marching band.
- Any other punishment deemed appropriate by the Director of Bands.

***Understand that just because a note is provided does not mean it will be coded as "unexcused." This will be evaluated on a case by case basis.***

### **Practice Dismissal:**

Parents and students need to be punctual when leaving practice/games/competitions. It is unacceptable for students to have to wait more than 15 minutes after practice is over for a ride. If a student is still at Bradwell for more than 30 minutes after dismissal a report will be filed with the school social worker. The school social worker will then file a complaint with the Department of Family and Children Services (DFCS).

***Students are encouraged to do other sports and clubs, however, an arrangement must be reached between Mr. Weathers, your coach or sponsor, and the student if they will be missing a practice or a performance.***



## Uniform Policy

It is an honor to wear the NEW Bradwell Institute Tiger Band uniform. Students will be required to wear the appropriate uniform at all times. Failure to do so will reflect negatively on your grade and other punishment deemed appropriate by the Director of Bands.

### **Marching Band:**

- Band jacket
- Band t-shirt (must be worn at ALL performances)
- Black bibbers
- White gloves
- Black MTX marching shoes
- Shako and Plume
- Black mid calf socks...NO ankle socks

During warm games, students will have an opportunity to take their jackets, gloves and shako off. *\*Students are to keep the full uniform on until a signal is given to take the jacket off.\** When jackets are off the bibbers will remain on. Bibbers should remain fully zipped and the straps are to remain on the shoulders at all times.

### **Uniform Guidelines:**

1. Students with long hair (ie: below the earlobe) will be required to put their hair in a hair tie and put it up in the shako during a performance. When in the stands, hair should either in a bun on the top of the head or pulled back out of the face.
2. No jewelry of any kind will be permitted to be worn during a football game or performance; the only exception are stud ear rings.
3. No eating with the jacket on or in the stands.
4. In the stands, when the jacket is off, it should be neatly folded.
5. No bandanas of any kind. Females may wear black head wraps.

### **Uniform Distribution**

Before and after each football game, students will get their uniforms from the designated hanging rack. **STUDENTS WILL NOT BE PERMITTED TO TAKE THE UNIFORM HOME.** Section leaders or an otherwise designated person will check to ensure the uniform is hung correctly on the hanger.

### **Money Obligations:**

Gloves: \$3.00 (first pair will be provided free of charge)  
MTX Marching Shoes: \$40 (for rookies only)

**Students will be charged for lost uniforms and damage due to negligence.**

## Transportation Policy

**Home Football Games:** Students will be required to meet at the Bradwell band room and ride together to Olvey Field for home football games. After the game, students will stay in the stands and once dismissed march back together to the buses. Parents will be required to pick up students from the Bradwell band room. ***NO STUDENT WILL BE RELEASED FROM OLVEY FIELD. NO EXCEPTIONS.***

**Away Football Games & Competitions:** Students sign up for buses at the beginning of the year and will have to remain on that bus for the remainder of the football season. During daylight hours, students will be permitted to sit anywhere on the bus. When it is dark outside, students will be separated based on gender. Boys and girls will alternate sitting between the back and front of the bus with chaperones and staff in the middle splitting the two genders.

**Other off campus policies:** Off campus band events such as LGPE, District Honor Band, All State, Janfest, etc. will have different policies governing dismissal of students. The policy will be detailed to you prior to the event.

# Tiger Band Leadership

## **Head Drum Major**

The position of Drum Major is an essential leadership role in the marching band. The **Head** Drum Major will serve as conductor; run drill and music; provide help to members; and assist the director and staff on a daily basis. The Head Drum Major should be prepared to attend extra rehearsals and sectionals with the director and staff when needed. Although showmanship and professionalism are two important parts of the position, musicianship, leadership, cooperation, communication, responsibility, and integrity will be essential for successful in this role. Drum Majors shall be early to practice and must plan to stay late to ensure all is in order after rehearsals. The Senior Drum Major is also responsible for any duty assigned to them by the director or band staff.

## **Assistant Drum Major**

The position of Drum Major is an essential leadership role in the marching band. The **Assistant** Drum Major will be required to march their instrument. However, there will be ample opportunities for the junior drum major to conduct and get the full experience of the position. The Assistant Drum Major will have the exact same requirements as the **Head** Drum Major (please refer to those above). Being Assistant Drum Major does not guarantee ascension to the Head Drum Major position. The Assistant Drum Major is also responsible for any duty assigned to them by the director or band staff.

## **Section Leader**

### ***(Including Percussion Capt. And Colorguard Capt.)***

Section leaders, Drum Captain, and Colorguard captain are directly responsible for their sections. A section leader is a musician with the ability to lead a section in both music and marching rehearsals. Section Leaders will run sectionals and assist with setting drill. They are to maintains discipline and ensures members are in compliance with all rules and regulations of Bradwell band program. Mr. Weathers must first approve any punishment that a section leader assigns; the section leader must also perform the punishment with the section or student. Section leaders have the ability to call sectional as long as they are announced a week in advance and Mr. Weathers approves. Section leaders are also responsible for any duty assigned to them by the director or band staff.



## Tiger Band Leadership (cont.)

### **Quarter Master**

The Quarter Master is the equipment officer for the Band. The primary duty will be loading the truck for games and ensuring water is at the field during rehearsals. The quarter master will have the opportunity to select a team of students to assist in the management of equipment with approval of the director. Assists with section leaders by keeping all storage rooms neat and orderly. The Quarter Master is also responsible for any duty assigned to them by the director or band staff.

### **Librarian**

The Librarian(s) is responsible for copying and passing out music, drill, flyers, etc. This is an essential leadership position because without them, there would be no music. The Librarian(s) should be prepared to get to practice early to ensure everyone is prepared. The Librarian is also responsible for any duty assigned to them by the director or band staff.

## Football Game Policies

The marching band is an integral part of the Friday night football game experience. Students need to understand that they are there to perform and the performance starts the moment they step off the bus and does not end until they get back on the bus. Band students are expected to actively participate at all football games, regardless of the score. *This is not social hour.* You do not see the football team socializing with fans; they are focus on the game as band students should be. Furthermore, students are to remain in the band section, as well as with your section of the band.

**ONLY CURRENT MARCHING BAND STUDENTS ARE ALLOWED IN THE BAND SECTION AT ALL TIMES.**

### **Procedures:**

1. Upon arrival to Olvey Field or an away stadium, students will line up with uniforms on in two single file lines and will cadence into the stadium.
2. Once in the stadium, students will be assigned where to sit and are to remain in their assigned seat for the duration of the game.
3. Students that need to go to the restroom must have a buddy. *Only one pair of students per gender will be allowed at the time.*
4. During 2<sup>nd</sup> quarter, the band will leave anywhere between six and two minutes left on the clock depending on the venue. Students should watch the drum major and listen for directions from the long ranger to know what to do.
5. Students are to remain in the stands until given the signal to line up. The band will line up in two lines and march out of the stadium together. Remember, you are performing until you get on the bus.
6. For away games: students will ride the bus back to Bradwell unless a note is received IN ADVANCE and only a parent or legal guardian is there to sign the student out. For home games: **ALL STUDENTS MUST RIDE THE BUS FROM OLVEY FIELD BACK TO BRADWELL. NO EXCEPTIONS.**



## Football Game Policies (cont.)

**Third Quarter Break:** Third quarter break is a privilege and not a right. At home games, the boosters will take concession orders in advance and will provide students with their food/drinks during third quarter. Students are to remain on the Bradwell side of the stadium at all times. Any student that violates this risks losing their third quarter for the remainder of the season and/or other disciplinary action. Third quarter break ends with ONE MINUTE left in third quarter. Anyone that is tardy back into the stands after the third quarter break risks disciplinary action and loss of third quarter privileges.

## Other Ensembles

**Bradwell Institute Symphonic Winds:** The Symphonic Winds is the most demanding of the musical ensembles at Bradwell Institute. Music performed in this ensemble requires an advanced level of musicianship and outside practice time as to ensure the best possible performance. Auditions will be held at the end of every semester to determine the following semester's ensemble members. Students involved in the Symphonic Winds must be enrolled in the corresponding class during the school year unless there are extenuating circumstances (which will be evaluated on a case by case basis). Symphonic Winds will perform a fall and winter concert and several concerts during the spring semester.

**Bradwell institute Tiger Band:** Tiger Band is a concert ensemble at Bradwell that performs slightly less demanding repertoire. The primary personnel will be underclassmen. While the music will not be a difficult, musical perfection will still be a top priority. Students involved in the Tiger Band must be enrolled in the corresponding class during the school year unless there are extenuating circumstances.

**Percussion Ensemble:** In addition to first block students playing with both the Symphonic Winds and Tiger Band, they will play repertoire that is specific to the percussion ensemble.



## Out of School Band Opportunities

**District Honor Band / All-State:** Students are highly encouraged to audition for the GMEA District 1 Honor Band and the Georgia All-State Band. These ensembles are comprised of the most talented musicians in the district and state. To be selected for these ensembles is a great honor. District Honor Band Auditions, which serves as the first round of All-State auditions, are held in early December every year. If a student passes the first round, they move to the final round of All-State auditions in January. Please watch the board for specific dates.

**University of Georgia Janfest:** Students that have performed above and beyond the duties of a band member will have the opportunity to attend The University of Georgia Janfest. There will be two rounds to get accepted: one at the high school level the other at the University level. Students will write a one-page essay as to why they believe they should be nominated. The names of the students that pass the essay round will be sent of to UGA; at that point the University will pick students based on instrument needs. Please watch the board for the specific dates in January.

**Solo & Ensemble:** Students are highly encouraged to participate in solo and ensemble. Solo and Ensemble is an opportunity for students to be rated on a solo or a small ensemble performance. Small ensembles consist of brass quintet, woodwind quartet, duets, trios, etc.

## Large Group Performance Evaluation (LGPE)

Each year, the Georgia Music Educators Association sponsors a Large Group Performance Evaluation for high schools and middle schools in GMEA's districts. The Bradwell Institute Symphonic Winds and Tiger Band will be rated by qualified adjudicators from across the state. The location is at Armstrong State University in Savannah. Attendance is mandatory.

## Lettering

Receiving a band letter should be considered an honor and will not simply be given to you. We will assign letters and bars based on a point system. Points are carried forward from year to year. To earn a letter will require 15 points and to earn a bar will require 15 points. For example, if a student earns 17 points their freshman year, that student will letter as a freshman and carry 2 points over to the sophomore year. That leaves 13 points to earn the sophomore year to get a bar.

<b><u>EVENT</u></b>	<b><u>POINTS EARNED</u></b>
BI Tiger Marching Band-	5
BI Symphonic Winds-	5
Private lessons-	3
Auditioned for District Honor Band-	3
Made District Honor Band-	2
Auditioned 2 <sup>nd</sup> round All-State-	2
Made All-State-	10
Solo & Ensemble-	2
UGA Janfest-	5
Summer Music Camp-	3
Enrolled in band class-	2
Band Officer	3

*\*Guard will have a different policy governing lettering\**

## Honor Cords

In order to receive honor cords for graduation, a band member must do the following:

1. Be a graduating senior
2. Participate in LGPE all years enrolled at BI.
3. Participated in marching band all years enrolled at BI.

Honor cords will be solid pink in color, because pink is the academic color of music.



## Awards and Honors

The Bradwell Institute Band Program believes it is important to recognize outstanding band students that contribute to the success of the program. Listed are awards that are handed out at the Band Banquet:

**Director Awards:** Will be chosen by the directors for each grade level.

**Patrick Gilmore Award:** Voted on by the members of the band. Should be a Junior or Senior that has outstanding achievement for the Band Program.

**John Philip Sousa Award:** Chosen by the Directors. The John Philip Sousa Award is the most prestigious award given by any band program and only one student per school can get this award. This honor recognizes a senior in the band that has superior musicianship and outstanding dedication to the program.



## Instrument Rental

The Bradwell Tiger Band program will provide large instruments with a renters fee of \$25. Students must also fill out a instrument rental form. Upon return of the instrument, a director will inspect the instrument and ensure that it is in the same condition that it was checked out in. Any major damage due to negligence by the student will result in that student being charged for the repair.

## Band Fees

**Marching Band:** The marching band total fee will be \$150. \$50 will be due during band camp to secure a spot for the student. The following are due dates for payment:

\$25 due on August 15th

\$25 due on September 15th

\$25 due on October 15th

\$25 due on November 15th

*\*\*If this presents a financial burden, please contact Mr. Weathers to set up your own payment plan\*\**

***ALL MONEY PAID TO THE BRADWELL INSTITUTE TIGER BAND IS NONREFUNDABLE.***

## Money

It is of the utmost importance that money is paid on time. Failure to do so could result in the band not being able to fulfill its financial obligations. Accurate records are kept on each student and failure to pay your dues will result in a hold place on your records.



## Concert Band Dress Code:

Both male and female band students will be required to wear all black for all concerts given throughout the year. For gentlemen: black pants, shirt, belt, socks and black shoes. For ladies: black skirt, dress or pants, black shoes, shirt, blouse, etc. Please make arrangements to have the appropriate clothing at the concerts. Failure to be in dress will negatively effect the students performance grade. **IF IT'S NOT BLACK, DON'T WEAR IT.**

## Band Lockers

Each band student will be issued a band locker. Students will be required to purchase a lock from the front office to have on their band locker. *You may not use a personal locker; it must be a school issued lock.* Students will not be permitted to go to their band locker between classes.

## Lost or Damaged Property

The Bradwell Band and the Liberty County School System is not responsible for any lost or damaged property.

## Boosters

The purpose of the Bradwell Tiger Band Booster Organization is to provide support for students in all facets of the program. The organization is completely volunteer and is comprised of parents and guardians of student within the program. For this program to flourish, it is vital that parents and guardians participate in any way possible. The Band Booster executive board meets once a month with called meetings announced in advance. Please see the Band Booster By-laws for more information or contact Elsa Holden the Bradwell Tiger Band Booster President at [elsabiband@yahoo.com](mailto:elsabiband@yahoo.com)

## Faculty

Alan Weathers- Director of Bands  
[jweathers@liberty.k12.ga.us](mailto:jweathers@liberty.k12.ga.us)

Jason Long-Assistant Director of Bands  
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Patrick Farace- Percussion Caption Head  
[pfarace@uga.edu](mailto:pfarace@uga.edu)

Angelle Kerek- Colorguard/Dance Caption Head  
[angelle.m.k@gmail.com](mailto:angelle.m.k@gmail.com)



## Acknowledgment of Understanding

I, \_\_\_\_\_ (print student's name), have read and understand the rules and regulations of the Bradwell Institute Tiger Band Program printed in this band manual. I affirm that I will abide by the regulations, and I understand that if I violate them, I am subject to the consequences outlined in this handbook. I agree to follow any request that Mr. Weathers or his designee ask of me; if I do not I understand that I risk termination from the Bradwell Band. I agree to pay the band fee and acknowledge that if I do not, my records will be flagged. It is also my responsibility to be punctual at all after school rehearsals, concerts and performances.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

I, \_\_\_\_\_ (print parent/guardian name) affirm I have also read and understand the Bradwell Insitute Band Manual and support all rules and regulations set forth in the Handbook. My student will abide by these regulations, and I understand that if they violate them, they are subject to the consequences outlined in this manuel. I agree to support Mr. Weathers and his staff with any request that are made; I understand that if I do not, my child risks termination from the Bradwell Band. I agree to pay the band fee and acknowledge that if I fail to do so, my student's records will be flagged. It is my responsibility to ensure my student is punctual at all after school rehearsals, concerts and performances.

\_\_\_\_\_  
Parent/ Guardian Signature

\_\_\_\_\_  
Date