

Heritage High School



Instrumental Music 2024-2025 Handbook

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Heritage High School Instrumental Music Program
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Dear Instrumental Music Members and Parents,

Welcome to the Heritage High School instrumental music program! We are looking forward to another exciting year! This handbook has been designed as a reference to inform you of the policies and procedures of the band program. The policies within this handbook have been developed to run a smooth and efficient program that encompasses everything from marching band and concert ensembles to the winter programs. Organization is very important and expectations are high for everyone involved with this program. Please refer to the following pages as a reference to help answer any questions you may have concerning the program. If you still have questions, please do not hesitate to contact us.

The policies set forth in this handbook are important in establishing Heritage High School Music as one of the premier organizations in the state of Colorado. “Every action has a reaction” and that reaction can only be good or bad. All actions from band members should merit good reactions. Always think of how you are representing the band, the school and more importantly yourself! The success of your program requires that you be 100% dedicated to doing your part to ensure that success. YOU are the most important part of this program, and the guidelines, regulations, and information contained in the handbook are designed to help ensure the success of your ensemble!

We will speak often of expectations, because we have very high expectations for each and every individual within this program. This program encompasses a wide variety of skills, both musical and life long, while embracing high standards of competency. Our primary focus for the program will be the success of each individual student. We believe that music should be an experience rather than an activity, and that each student’s experience should be one which remains with them for the rest of their lives. We would like for each student to have the opportunity to experience music to the fullest extent, as well as give them opportunities to grow as individuals and gain the knowledge of working in a collaborative environment that fosters skills applicable to all of their individual goals. We also want this experience to be fun and rewarding. Each of these attributes is fostered when everyone does their part and achieves their highest potential. Everything we do, we strive to do it at a high level.

The success your child enjoys in music is largely due to your support as a parent. Please encourage your child to practice regularly at home, and see to it that they are prepared and punctual for rehearsals and performances. If possible, arrange for private lessons and show your support by enthusiastically attending every performance. *You are their most important audience!*

In addition, your role in the success of the program is immeasurable. No large organization can achieve success without the help of dedicated, enthusiastic, and caring individuals who are willing to help behind the scenes with all that goes into a successful program. From attending meetings, to helping raise funds, to moving equipment on performance days, chaperoning trips, cooking, or cheering enthusiastically. This program simply cannot survive without the help of a strong, dedicated parent organization.

Please visit our website at Heritagbands.net if you have more questions, want to get to know me, or need to find more information about each class. Information can be found under student information with the password Eagles.

Evan Allenson

Director of Instrumental Music

General Information

Mission Statement

The goal of the Heritage High School Instrumental Program is to provide students with an enjoyable musical experience while encouraging success through strong leaders and collaboration in a positive environment.

About the Program:

We have over 160 students in the program at HHS. The program is composed of 2 concert bands, 2 jazz bands, 2 orchestras, marching band, percussion ensemble, winter percussion, and chamber ensembles. We employ 20 instructors and numerous clinicians to help the students with different aspects of their musicianship. The program has a very active parent booster that aids with every facet of the program. HHS ensembles have a history of excellence.

Communication

The HHS Band program has developed several means of relaying important information to students and parents. Each of the following are important links between the director, students, and parents. Please make a note of each of our communication lines so you can stay in the loop!

Email

Email will serve as the primary communication tool for schedules, and needed announcements for the program. Please check often for any emails from the Director.

Calendar/Website

Heritage High School's Music program is very active, especially during the fall semester. PLEASE take time to look through the google calendar on the website. ***We highly encourage all students and parents to "Subscribe" to the calendar (linked from the website!)***

The Website features a "Members Only" section where we post music, recordings, photos, practice tracks, and other important information for members. For security and copyright purposes, the "Members Only" section is password-protected. The password is **Eagles**.

Cut-Time

Cut-Time is a database tool that the program uses to track equipment and music inventory as well as the student financial data for the program. To log-in click the texted link. Financial statements will be sent out quarterly.

Band App

This app serves as a quicker communication tool, for reminders of upcoming events, rehearsals, or needs.

Office Hours

I do not hold routine office hours, due to the changing needs of the program. If you need to meet with me for any reason, please send me an email at eallenson@lps.k12.co.us

Expectations

1. Respect
 - a. Other Students
 - b. The facilities
 - c. Equipment
 - d. Teachers, Clinicians and Guest
2. RESPONSIBILITY (take responsibility for your actions, don't make excuses or blame others)
 - a. If you make a mistake, own it, and take the consequences that come with it.
3. Be consistent in attendance, and make sure all absences are excused. Be early to every rehearsal and concert "to be on time is to be late" -**Band on time**
4. Be prepared (have all your music, pencil, everything you need to play your instrument).
 - a. Know your music
 - b. Practice daily
5. No cell phones in class unless you are specifically asked to have it out **As per school policy.**
6. Clean up after yourself.
 - a. Put chairs on the racks
 - b. Put stands on the racks
 - c. Put equipment back in the proper location at the end of class.
7. DO NOT curse or use any foul or offensive language during any event, practice, or travel. Remember, you are representing the program and yourself at all times.
8. Attitude:
 - a. Bring a great attitude to class and we will all enjoy class
 - b. Make a genuine effort to improve and learn daily.

Common Sense

Members should protect their standing in school and in the program by observing the following. Failure to observe these regulations may result in severe consequences.

1. All rules stated in the Heritage High School Student handbook and discipline management plan also apply to all events, both during and outside of school time. Failure to follow the rules, depending upon the seriousness of the offense, may result in removal from the program temporarily or permanently.
2. The most important rule of all: Use common sense, and always act in a manner reflecting the pride of Heritage High School Music! Listen to the directors, staff, boosters, drum majors, section leaders, and follow directions. THINK before you act!
3. CONDUCT CLAUSE: Any member of the HHS Band program who displays conduct unbecoming of a member may be removed from performances, leadership positions, or the program depending on the severity of the offense. This includes unexcused absences, failing grades, suspensions, discipline issues, other attendance issues, improper conduct,

Performance Guidelines

- Attendance at ALL performances are MANDATORY for ALL participating members. Performances include, but are not limited to, ALL football games, parades, concerts, contests and Pep Band Performances for the entire year for each ensemble.
- Be early to all performances so you can be prepared and attendance can be taken.
- Non-Music members are not permitted to sit with them at performances or contests.
- During performances of other ensembles be considerate, attentive, and courteous of their performance. If you are asked to leave a performance due to inappropriate behavior, it will result in an unexcused absence from the performance and possible removal from the performing group.
- Once you are seated, remain in your seat and do not get up and move around. If you absolutely must leave during a performance, do not get up during a performance or between movements. You may exit in between pieces.
- No books, iPods, phones, or sleeping, etc. will be permitted during any performance or contest.
- If students are sitting in the audience, they should be absolutely still and quiet during performances.
- No phones are allowed on stage. The audience should also silence their phones.
- If a student must leave with their parent or guardian from a performance and not ride with the Program, the parent or guardian should write a note to Mr. Allenson before the performance. Then, Mr. Allenson MUST see the parent or guardian and release the student to them.
- Students should be picked up promptly after performances and practices. For marching band practices, you should allow an extra 15 minutes after practice ends for students to get everything put away. PARENTS, it is critical that you pick your students up in a timely manner so students and staff aren't waiting around for long periods of time after rehearsals/performances for your student to be picked up.

Attendance and Punctuality

Anytime a student will be absent from any outside of the school day rehearsal or performance, PARENTS need to Send Mr. Allenson an Email either 2 days before a rehearsal or 2 weeks before a performance (your student should CONFIRM WITH Mr. Allenson that he received the email).

Students ARE NOT allowed to excuse themselves or excuse the absence through section leaders. The following guidelines apply to any mandatory rehearsals, contests, or any other performance by any of the ensembles:

- Absences and tardiness during the school day will be handled according to school policy and the director's discretion.
- School Absence. Any student absent from school for the full school day due to ILLNESS will also be excused from after school rehearsals. A student may only attend an after school rehearsal if they attend at least ½ of the school day or if they are excused from school for the whole day and are not ILL.

Excused Absence

- Excused Absences must be arranged with the director prior to their occurrence. Each absence will be handled on an individual basis, and should fall under one of the following categories. Calling the school attendance office is not sufficient; Mr. Allenson must be contacted directly. If absent from school and no attempt is made to contact the director, it will be counted as an unexcused absence.
 1. Family Emergencies
 2. Medical Emergencies
 3. School Related Events

Unexcused Absences

- All other absences will be counted as unexcused absences. Please note that homework, Work, Concerts, Vacations, do not count as excused absences and are never a valid reason to miss rehearsals and performances.

Advisory and Enrichment Attendance

- Please note that Advisory/Enrichment classes follow the same attendance policy as the school. Specifically more than four unexcused absences in Advisory and/or Enrichment will result in a failing grade and the make-up attendance policy (serving one full block detention or one Saturday school will make-up one unexcused absence)

Timeliness

- Show up early. To be on time is to be late.
- Performances will start at the scheduled times. Parents/family should plan to show up 15-20 minutes before the concert starts so they can get in the auditorium and seated before the concert starts. Parents and family that show up late disrupt the concert and interfere with other audience members concert experience.
- Times listed on the schedule are the *start and end times*. Similar to classes, students should arrive early to be prepared for the start of rehearsal, and may take a few minutes to collect their things at the end, before they can leave the school. Parents should expect their student to be ready to leave anywhere from 5-15 minutes after the end of the rehearsal.

Concert Attire

Concert Ensembles: Formal Concert black. Our goal is to look professional. You will have 3 options

- A black, floor length (no exceptions) dress with sleeves that cover the shoulders
- A black floor length (no exceptions) skirt with a black dress shirt that covers the shoulders.
- A pair of black dress pants (leggings are not pants and are not appropriate to wear for performances) A Coat, white Dress shirt and black bow tie/tie.
- Everyone needs to wear black dress shoes (completely black, no tennis shoes or shoes with accent colors) and full length black socks.
- Any dress or skirt should not have a high slit in the side.

Students have the option of providing their own concert black or can rent a uniform from the program. Only students who are wearing the proper attire will be allowed to perform in the concert. If you are going to have a problem getting these clothes, please communicate with Mr. Allenson as soon as possible to solve any potential conflicts. If I do not hear from anyone, I will assume everyone has the proper attire for performances.

Jazz Band: Both Jazz groups will already Concert black, due to their participation with the Concert programs, and will sometimes be given the option to have business casual concert dress, for more relaxed concert styles.

Health and Wellness of Students

Ear Protection

The one drawback of the Heritage program is our room. Due to the low ceiling and small space, hearing protection is necessary for students who sit near brass or percussion sections. Run of the mill disposable earplugs will protect the ear but it muffles the sound. Etymotic earplugs filter the dangerous levels allowing to still hear everything needed to play and perform well.

Etymotic Research ER20XS: <https://a.co/d/8o6R81H>

Marching Band Information

Marching band functions as an extracurricular activity at Heritage, however students that wish to be a part of the marching band are required to be a part of the large ensembles during the day.

Commitment Contract:

Please note that to participate in Marching band, students must turn in a commitment contract in early June as well as pay their initial deposit to reserve a position with the program. This form can be found under the student forms on the website.

Food:

- It is recommended that you eat something before each rehearsal. You are also highly encouraged to bring food that will keep your energy level up during an extended rehearsal such as bananas, apples, oranges, or granola bars and crackers.
- Please understand you will be expected to take care of yourself, since part of the developmental process is comprehension of what your body needs to be most effective.
- You must also drink plenty of water the night before and the day of any rehearsal or performance. Also, have water on hand during the rehearsal for consumption during breaks or you may have the water on your person (camelbacks are acceptable and recommended) throughout rehearsal. No water will be provided at rehearsal – you MUST bring your own water to each rehearsal.
- Meals will be provided to students when we are at competitions.

Clothes:

- The school dress code is still in effect at all after school rehearsals and performances.
- Everyone must always wear a shirt. Going shirtless or just wearing sports bras will not be acceptable dress for rehearsals.
- Low top tennis shoes must be worn at all times. Do not wear sandals or flip-flops to any rehearsal.
- Pants that drag on the ground should not be worn.
- If it is raining/snowing or forecasted to, please dress appropriately – we will still rehearse!
- You will be expected to look in the direction of the sun and a hat and/or sunglasses will be required.

Rehearsal Guidelines:

- Bring your instrument, music, Phone, a pencil, pouch, and any other necessary supplies.
- You should also bring YOUR OWN water bottle and it should be labeled with your name.
- Bring sunscreen and wear it.
- Bugs can sometimes be a problem, you may want to have bug spray just in case

Visit our website at heritagebands.net

- Talking must be kept to a minimum. Raise your hand during rehearsal to have questions answered.
- Attitude is one of the most important parts of a successful band student. The student who is always willing to give 110% and display a positive attitude has a place in Band.
- Many students will be assigned a crew job at some time during the year. These must be completed in a timely manner.

Preparation of Music

- Students will be required, during marching season, to memorize the music that is to be performed on the field.
- Students will be assessed on their memorization and musicality of performance.
- Students will be required to pass off their music before they can perform or compete with the band.
- Students are also responsible for practicing all music that they receive in any ensemble in which they are involved.

Learning Drill

To facilitate the learning of Drill students will be using a free app called Ultimate Drillbook App. This app shows them their own personal dot, how they fit in the formation, and tons more information to give our students the best chance to succeed.

Summer Sectionals

We schedule various "full band" and "sectional" rehearsals during the summer to help prepare for the upcoming season. These are very important, as they help set the foundation for the band in the fall. Attendance is expected at all full band and sectional rehearsals. We understand that family trips and other conflicts come up, but we expect you to do your best to work with the schedule provided, and the Director of conflicts.

Full Band Camp

Band Camp is probably the most important time for the Marching Band. The Band Camp sets the foundation for the entire fall season. If we get behind or don't have a successful camp, we spend the rest of the season playing catch-up. Attendance at Band Camp is MANDATORY. Students with conflicts should contact the Director as soon as possible so we can try to fix the problem.

Weather

Plan ahead and watch the weather report DAILY. Be prepared! This activity takes place outside, so plan for different weather scenarios. We do live in Colorado, where the weather can change dramatically over the course of a few hours or even minutes. Even on days that we can't be outside, there WILL be an indoor rehearsal.

Performance Conduct

All members of the Scarlet Regiment are expected to conduct themselves with the highest degree of integrity, professionalism, and character at all times when we are in the public for a performance. Inappropriate behavior will not be tolerated at any time while in uniform or in public.

- We will always move and sit as a group.
- Non-Band members are not allowed to sit with the band during football games
- While at a performance venue, be considerate of other groups or ensembles that may be performing. Be attentive, considerate, and respectful. We expect them to do the same.
- Once the performance is complete and we return to HHS, properly put away all equipment and your

uniform. If the equipment trailer is being used, all students will stay and help unload. Students will be dismissed from the band room once all equipment is unloaded, and all areas of the school that we have used have been cleaned and checked by the section leaders.

Uniform Etiquette

While in uniform, you are a representative of Heritage High School. Therefore, all actions reflect (positively or negatively) on the entire Instrumental Music program and HHS community.

- Absolutely NO food, gum or drinks other than water AT ANY TIME while you are in your uniform.
- The uniform is either on or off...never in-between (unless specified by the Director to be in bibs only). The uniform will be worn properly at all times.
- No baseball hats or tennis shoes, while in uniform.
- Students with hair that extends below the collar of the jacket will be asked to have their hair appropriately put up with hairpins or headband, etc., while in uniform.
- No swearing or “public displays of affection” while in uniform. No PDA policy is strictly enforced.
- The uniform consists of black bib pants, jacket, black marching shoes, black socks, show T-shirt, black gloves, gauntlets, and hat with plume.
- Personal items should not be put into your uniform bag. All students need a backpack or shoulder bag for personal items on performance days.
- Uniforms are NOT washable and are NOT to go home with students unless otherwise communicated. The uniforms will be loaded and unloaded off the equipment trailer and stored in the store after every performance.
- No jewelry may be worn or visible while in partial or full uniform including necklaces, bracelets, ear rings, watches, rings, nose rings, belly button rings, etc.
- No lipstick (other than clear) may be worn by marching performing members (Color Guard excluded).
- We are either all wearing shakos (marching hats) or no one is wearing their shako. It is never acceptable to wear your shako sideways or backwards. Again, this is not the image we want to present. You should not let anyone else wear your shako or any other part of your uniform.

Travel to/from Events

All students will travel to and from all Scarlet Regiment events with the Band, as a group. In the event that a student needs to make alternate travel arrangements, the student may be transported to and/or from a Band event with prior approval by the Director.

Band Fees

Students in the Scarlet Regiment and Winter Percussion are responsible for various fees associated with their participation. Please look through these carefully, as not all fees apply to all students.

- Marching Band Shoes: (cost TBA, approx. \$45) All Scarlet Regiment members will purchase marching shoes. These will be ordered during uniform fittings.
- Instrument Rental: (\$300 per school year) paid to HHS Band at check out for all students requiring a school-owned instrument; helps cover the cost of general maintenance and repair, chemical cleaning of instrument at end of rental period and replacement. This covers multiple instruments throughout the school year as well.
- Marching Instrument Fee (\$100 per season) paid to HHS Band at check out for all students who *only* use a school owned *marching instrument*; students who have paid the instrument rental fee above do not have to pay an additional fee.

- **Percussion Fee:** (\$100 per school year) paid to HHS Band by all percussion students; covers the cost of drum heads, large mallets, and general maintenance and repair of school-owned percussion equipment.
- **Participation:** (\$500) The costs associated with providing a first-rate Instrumental Music program exceed \$70,000 per year! In an effort to meet these financial needs, each student involved in the Scarlet Regiment has a fee of \$500. Funds will be used for, but not limited to, the following:
 - Contest Registration Fees
 - Transportation
 - Copyright Release and Performance Royalties
 - Visual Drill Design
 - Custom Musical Arrangements
 - Professional Staff and Instruction
 - Equipment

The Heritage High School program *will not* exclude participation to *any* student based on financial need or status. The HHS Band program will also provide students several options and opportunities to raise funds to offset fees associated with their participation. Please communicate with the Director any concerns about fees associated with participation in Band. All cases of financial need will be handled discreetly and confidentially.

Winter Percussion

Information for the Winter percussion program will be provided separately, in approach to their season.

Lettering in Instrumental Music

Students at Heritage High School can earn a school Varsity Letter Award through their participation in the Instrumental Music program. Earning a Letter is not easy, and signifies achievement above and beyond the ordinary within the program. Students earn points toward their Letter for participating in a variety of activities. The Varsity Letter application is on our website under Student Forms.

Equipment

The HHS Instrumental Music program is fortunate to own an inventory of quality instruments. Wind or percussion students requiring the use of a school-owned instrument will be issued an instrument for use throughout the school year. Students are responsible for any damage to the equipment past basic wear and tear.

- Woodwind/brass/string instruments are available for the fee of ***\$300 per school year***. The rental fee, payable to "HHS IMF," is due upon instrument checkout. In the event that a student requires more than one instrument during the year, only one rental fee will be charged.
- Percussion students are charged a fee of ***\$100 per year*** (payable to "HHS Band") for use of all percussion equipment, and the purchase and replacement of drums heads and mallets.
- Do not handle another student's instrument or equipment. Any student found to have mistreated, damaged, or destroyed facilities, equipment, or instruments will be held responsible for necessary repairs. *"If you break it...you buy it."*

Quality

When students enter High School, their beginner instruments become sufficient to use as Marching Band Instruments (outside instruments); however, students are highly encouraged to step up to a better instrument. At the VERY LEAST, students should obtain better mouthpieces.

- Students limit their success if they use beginner equipment at the high school level.
- Just like cars, you get what you pay for. If you find a cheap/inexpensive instrument, what you have is a really cheap instrument that won't sound good or last for very long. Your best option is to stick with quality name brands.

Care of Instruments

Brass and woodwind students who own their own instruments should bring them to a music store to be checked out by a professional at least once a year. This will hopefully prevent any major repairs because little problems will be spotted early.

Woodwind instruments are very vulnerable to having little problems becoming big ones because of all the keys and pads. Woodwind instruments should be re-padded every other year (maybe more depending on how much you play).

Brass players should give their instruments a bath once every 2 months (if you don't know how to do this, ask Mr. Allenson or your section leader).

Strings instruments are very durable if treated properly. Make sure that after each use you wipe down the instrument, and loosen the bow. You may need to replace the strings once a year depending on your playing habits.

Here is a list of recommended equipment for your student (if your student takes private lessons, their teacher may have mouthpiece/ligature recommendation):

- Flute: Open hole flutes are recommended
- Clarinet: Vandoren M15 series 13 or M30, 5RVLyre and Rovner Ligature
- Bass Clarinet: Vandoren B45, Selmer C-Star Mouthpiece, or Selmer C85
- Alto sax: Selmer C-Star Mouthpiece, Rovner Ligature
- Tenor sax: Selmer C-Star Mouthpiece, Rovner Ligature
- Bari sax: Selmer S90 190 Mouthpiece , Rovner Ligature
- Trumpet: Bach 3C or 5C or equivalent
- French Horn: Laskey 75G, Farkas MC
- Trombone/Baritone: Bach 5G or Schilke 51D
- Tuba: PT-48 or PT-50
- Percussionists: Vic Firth 2b or Vic Firth General

Course materials:

- Instrument
- Woodwinds: Cork grease, Swab, a personal copy of the music, pencil, at least 3 playable reeds at all times. Buy quality reeds. Cheap reeds will not help you get your best sound.
- Brass: Valve oil, Slide grease, a personal copy of the music, Pencil
- Percussion: 1 pair of CONCERT snare sticks. Most other mallets are provided. A personal copy of the music, Pencil
- Strings: Shoulder rest, Rosin, Cleaning cloth, a personal copy of the music, pencil

***All students are responsible for their sheet music. If a student damages or loses the originals, they are responsible for ordering and paying for the replacement parts. ***

Academic Expectations:

Throughout the year students will be dedicating their time to a variety of skills related to the performance of music, its creation, and critique. A short list of included skills can be found below.

Instrument-Specific Skills

Winds

- **Tone Production:** Achieve a characteristic tone across all registers.
- **Articulation:** Control single, double, and flutter tonguing as appropriate for style and repertoire.
- **Finger Technique:** Demonstrate fluency and accuracy in scales (major, minor, chromatic) and arpeggios.
- **Intonation:** Use alternate fingerings and embouchure adjustments for pitch correction.
- **Extended Techniques:** Introduce techniques like multiphonics, altissimo, or pitch bending where appropriate.
- **Lip Flexibility:** Perform lip slurs and interval exercises to improve fluidity.
- **Range Development:** Extend range both upward and downward, focusing on endurance and flexibility.

Strings:

- **Bow Technique:** Control bow speed, pressure, and placement for dynamic contrast and articulation.
- **Shifting:** Demonstrate fluency in shifting positions, with accurate intonation.
- **Vibrato:** Develop and refine vibrato technique for expressive playing.

Percussion:

- **Snare Drum:** Demonstrate control of rolls (buzz, double stroke), flams, and rudiments.
- **Mallets:** Perform scales, arpeggios, and melodies with proper grip and technique on mallet instruments.
- **Timpani:** Tune timpani accurately and demonstrate correct stroke technique for various dynamics.
- **Auxiliary Percussion:** Play auxiliary instruments with proper technique, including tambourine, triangle, and cymbals.

Ensemble Skills

- **Blend and Balance:** Achieve a balanced sound within sections and across the ensemble.
- **Listening Skills:** Develop the ability to adjust intonation and timing based on the ensemble.
- **Leadership:** Display leadership within the section, including providing cues and leading sectionals.
- **Following a Conductor:** Respond accurately to conductor's gestures, including tempo changes, dynamics, and phrasing.
- **Rehearsal Etiquette:** Demonstrate professional rehearsal behavior, including punctuality, preparedness, and attentiveness.

Literacy Skills

- **Reading Notation:** Interpret and perform complex rhythms, syncopations, and meters.
- **Sight-Reading:** Read and perform music at sight with accuracy in pitch, rhythm, and expression.
- **Transposition:** For applicable instruments (e.g., clarinet, trumpet), transpose music accurately.

Theory Skills

- Scale Proficiency: Know and perform all major and minor scales, including modes and chromatic scales.
- Chord Recognition: Identify and construct major, minor, diminished, augmented, and extended chords.
- Harmonic Analysis: Analyze and understand harmonic progressions in performed pieces.
- Form Analysis: Recognize and describe musical forms (e.g., binary, ternary, sonata-allegro).
- Improvisation: Develop the ability to improvise within given harmonic structures, especially in Jazz Band.

Aesthetic Valuation

- Historical Context: Understand the historical and cultural context of pieces performed.
- Interpretation: Develop a personal interpretation of pieces, including phrasing, dynamics, and articulation.
- Critique: Offer and receive constructive critique to refine performances.
- Emotional Connection: Express the emotional and narrative content of music through performance.
- Performance Etiquette: Demonstrate appropriate performance behavior, including stage presence and concert etiquette.

Google Classroom Codes 2024:

Jazz I: gszbyrj
Jazz II: hhn2ei7

Symphonic Band: 5hkptfs
Concert Band: 2ra7rhm

Chamber Orchestra: yoo2tco
Orchestra: ntljhp6

Advisory: qflxxxi
Enrichment: n5mffpy

Grading Policy

Band and Orchestra are co-curricular classes, so students are evaluated by participation during the school day and outside of class time (this includes rehearsals and performances). These performance-based classes and grades are directly related to participation in rehearsals, performances, and competitions. Concert and rehearsal (outside the school day) attendance/participation are MANDATORY for ALL students. It is essential that all students attend concerts and rehearsals for us to provide a successful and balanced educational program.

The only excusable reasons for missing a concert are (1) death in the family, (2) extreme illness, or (3) pre-planned family travel/event. There may be other exceptions for missing but they must be approved in advance with Mr. Allenson. Please note: lack of transportation to a concert, work schedule, or homework are never acceptable reasons to miss concerts or rehearsals.

Think of each concert as a final exam in the performance ensemble. In the unlikely event that a student must miss a concert (for reasons other than those stated above), your parent(s) must notify the director in writing no more than two weeks into the school year. Any excused absence will result in make-up work for the student at the director's discretion. Unexcused absences or failure to complete the make-up assignment, will go in the grade book as a 0. Any unexcused absence from a concert will result in the loss of concert participation points. Students will have the opportunity to make up the performance grade (if the absence is excused) within seven (7) school days of the concert. If the work is not completed within seven days, the performance grade will also be entered as a 0 in the Summative Assessment category. Excused absences will be offered full credit for the performance makeup grade (provided the student has done the makeup assignment); whereas, unexcused absences will be entered as a 0.

- Students should plan on inquiring about their grade through email or face to face conversation with the director.
- Students will not be penalized in any way during the course, and their grade should accurately reflect their demonstration of learning in the class instead of an inability to follow class expectations.
- No extra-credit will be provided throughout the entirety of the course.
- While "Scholastic Dishonesty" is not often found in the music courses it will be handled through the school policy found below:

Scholastic Dishonesty

Any student plagiarizing written work from the Internet or other sources and/or any person involved in unauthorized collaboration with another person on written work will receive no credit for that assignment. In addition, any student receiving or giving unauthorized assistance including via forms of Artificial Intelligence or other forms of technology, will receive a "0". Further disciplinary action, including potentially the loss of course credit and suspension, may also be warranted depending on the specific nature of the offense. Scholastic dishonesty will be determined by the school administrator based on due process, a preponderance of overall evidence, and a student's portfolio of previous work.

Grading Policies:

Grading scale:

Performances: 40%	90-100: A
Class participation: 40%	80-89: B
Tests/Assignments :20%	70-79: C
	60-69: D
	59 & below: F

Students earn points toward their grade for the following:

- Playing Tests
- Written assignments
- Concerts/ festivals/ competitions
- Attendance at rehearsals
- Attitude
- Daily participation
- Punctuality (be in your seat ready to play when the bell rings)
- Preparation (knowing the music, having all items for a good rehearsal)

Homework

It is my intent to treat students in these courses as if they are on a journey to becoming a professional musician. This affects the way we speak in class, and prepare for our time together as an ensemble. The intent of work outside of class is to come to class more prepared to engage with the musical process as a group. Students are expected to practice at least 20 mins 4x per week to make sure they are keeping up with the progression of the ensemble. We will often talk about how practice refers to personal preparation and rehearsal refers to our ability to put together our collective preparation.

Make Up/Redo Policy

- Late work will be graded in the order it is received, and will be graded for full credit. Late work will not be accepted after the end of each concert cycle, as the work completed in these assignments should be worked towards a stronger demonstration of knowledge and skill at our performances.
- Redo's: I am a firm believer that students need to make mistakes to learn and for that reason every single assignment in my classes are available to be redone for full credit. Please speak to me directly about individual assignments as the redo process might look different based on the assignment.
- Students will be provided two school days per each day missed – excused or unexcused, to make up any incomplete or missing work.

Conflicts with Other School Activities

Members participating in more than one school related activity must assume the responsibility of BOTH. This means reporting any conflicts in scheduling to the director well in advance of the conflict. This allows the director time to work with everyone involved to reach a resolution to everyone's advantage. Failure to do this and not showing up to an event due to a conflict will result in an unexcused absence. Please see Mr. Allenson with any concerns and he will handle them on a case-to-case basis and arrive at a solution that is suitable for all parties.

Additional Opportunities

As a member of the Heritage Instrumental Music Program, the following opportunities are highly encouraged. Members are encouraged to take advantage of the activities below to achieve their highest musical potential. The more opportunities each student takes advantage of, the better they become as individual musicians, which in turn benefits the entire program.

Private Lessons

Students are HIGHLY HIGHLY HIGHLY (DID I MENTION HIGHLY YET!?) encouraged to seek the valuable help of private instruction on their instrument. The fastest way for a student to improve their individual skill set is to get one on one instruction with a qualified private teacher. For the convenience of students and parents, private lessons can be arranged at school both during and outside of school time. There is a fee for each lesson and students/parents will work that out with the private instructor. Lessons can be arranged at any time during the school year as well as during the summer months. Those students wishing to be in the highest ensembles NEED TO DO EVERYTHING POSSIBLE to take private lessons.

All-State and Honor Ensembles

Throughout the course of the school year, students will be offered the opportunity to audition for the All-State, College Honor groups, or All-State Jazz Band. The student will have assistance through the director and/or private instructor in preparing for such auditions. Mr. Allenson will chaperone the students to All-State and All-State Jazz.

Solo/Ensemble

Students are encouraged to perform at solo/ensemble contest. To assist the students wishing to participate in a solo/ensemble contest, the director and/or private instructor will assist in music selection and preparation. This is an extremely important event for each instrumental music student each year. Students will be responsible for paying their accompanist for the rehearsals and competition. The student must sign up to enter the solo and ensemble contest.

Local Concerts & Performances

From time to time, students will be given information on local concerts by college and professional groups. Students are encouraged to expand their musical horizons by attending these events.

Summer Camps

Information is made available every year on several area band camp and leadership camps. Most camps are open to all interested members, regardless of experience level. Some offer tuition-free attendance through audition.

College Placement/Scholarship

Graduating seniors are offered assistance in college selection. Financial help is offered through a variety of scholarship opportunities, both local and through a specific college. Music scholarships are a great way to help offset the high cost of attending college!

Trips

The program will travel out of the area often. Trips must be paid for by the student. There will be several fundraising opportunities each year to help students raise the money for trips. Students or parents may also pay for the trips through cash or check

Discipline

Any disruptive behavior that makes it difficult for others to learn or hinders the teacher's ability to teach effectively is considered a discipline problem. This kind of behavior will not be tolerated and will be dealt with immediately.

- 1st offense: Student receives a warning from the teacher
- 2nd offense: Student is pulled aside and talked to about their behavior and parents are called
- 3rd offense: A parent conference is requested (to set up consequences)
- 4th offense: Administrative intervention will be used

Any major infraction of school policy will not be tolerated and the student will be sent immediately to Student Relations. Any student using drugs or alcohol during band and orchestra events will be removed from the instrumental music program at HHS. All school rules and policies are in effect during any trips.

If an interruption due to phone or personal technology usage does occur, teachers will bring confiscated personal technology to the main office and they may be picked up after school.

- 1st offense- the student can pick up the phone only after a conference with the parent/guardian, student and school personnel.
- 2nd offense- the parents must come and pick up the phone
- 3rd offense- both the parent and student must meet in person with an assistant principal to develop an individualized cell phone plan moving forward.
- After the 3rd offense disciplinary action will be taken.

Instrumental Music Foundation

The Heritage High School Instrumental Music Foundation (HHSIMF) is the parent's nonprofit organization and is composed of the parents of all HHS Instrumental Music students. It is run by an Executive Board. The purpose of the Instrumental Music Foundation is to support the Instrumental Music Director and the Instrumental Music Program by providing volunteers for various events and by raising funds to supplement the HHS Instrumental Music budget.

Marching Band activities require numerous volunteers in a variety of functions to be successful. These duties include fundraising committees, chaperones; assistance with moving equipment; uniform fitting and maintenance; "construction" projects; communications; and numerous other responsibilities.

Instrumental Music fundraising activities are planned with the Director by the Instrumental Music Foundation Officers and carried out throughout the year on an as needed basis. Additionally, the organization strives to create and foster better channels of communication among all HHS Instrumental Music parents, and to develop a sense of community and "esprit de corps" among the parents.

Volunteering

The Instrumental Music Foundation has several volunteer areas, each focused on a specific need of the program during the school year. We encourage all parents to volunteer their time when able, as the services provided by the parents are crucial to the success of the program, and help to connect individuals to the larger community of Parents. Please consider helping in the following areas:

Uniform Crew - helps maintain the uniform inventory, fitting all students for their uniform and handling plumes and uniform issues on show days.

Food Crew - helps to coordinate the food needs and serves the band meals on show days, and other events as requested.

Pit Crew - involves the loading/unloading and transportation of equipment on show days, as well as the actual set-up and tear down during performances.

Fundraising Committee - helps to organize all fundraising efforts for the entire Instrumental Music Program, including seeking new opportunities and continually evaluating current efforts.

Chaperones - an additional adult presence, when students travel off school property, that offers encouragement to make good choices. These adults also give basic first aid and inform the Instrumental Music Director of any issues.

In addition to the committees above, we often have project-specific needs, such as construction, grant-writing, and decorating that parents help with. Please let the Instrumental Music Foundation know of specific skills that may be of benefit to the program.

Signature

All families are required to sign the attached google form to demonstrate understanding of the program policies and procedures, and their agreement to follow them to the best of their ability.

<https://forms.gle/P7yLXZ3CfgP7cF6M9>

Visit our website at heritagebands.net