



HANDBOOK

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Golden Pride Marching Band and Color Guard Mission Statement-

The staff, students, and parents of the Golden Pride/El Camino High School Band Program unite as stakeholders to promote and improve musical dance training and education. We will increase musical awareness in the Oceanside community and North San Diego County. Through performance and community enrichment, students will develop leadership, character, and life skills that will shape them as adults entering college or career.

ECGP Motto: "TAKE PRIDE!"

Motto: a short sentence or phrase chosen to encapsulate the beliefs or ideals guiding an individual, family, or institution.

A. TAKE PRIDE! "In who we are and what we represent"

- a. **WE CARE-**"about character"
- b. **WE CARE-**"about the community"
- c.

B. TAKE PRIDE! "In the product"

- a. **WE STRIVE-**"for musical and movement excellence"
- b. **WE STRIVE-**"for our maximum effort"
- c. **WE STRIVE-**"to constantly learn"

C. TAKE PRIDE! "In the program"

- a. **WE RESPECT-**"our environment"
- b. **WE RESPECT-**"our equipment"

Class Schedule

Fall Semester

- Period 2: String Orchestra
- Period 3: Advanced Orchestra
- Period 4: Wind Ensemble-
Brass/Percussion
- Period 5: Wind Ensemble
Woodwinds
- Period 6: Marching Band
- Period 7: Pageantry (Color
Guard)

Spring Semester

- Period 2: String Orchestra
- Period 3: Advanced Orchestra
- Period 4: Concert Band
- Period 5: Wind Ensemble
- Period 6: Jazz Band/Percussion
(Winter Drum Line)
- Period 7: Pageantry (Winter
Guard)

Fall After School Rehearsal Schedule

Monday: Color Guard sectionals: 2:45-5:00pm

Tuesday: Percussion sectional: 5:00pm-6pm

Color Guard 5:30-9pm

All band and guard night rehearsal: 6-9pm

Thursday: Color Guard sectionals: 2:45-5:00pm

Band and Percussion only rehearsal: 7-9pm*

*Dates: 8/17, 8/24, 8/31, 9/14, 9/28, 10/5, 10/12, 10/26, 11/9, 11/16

When the Director or his assistants take charge, all other activity will stop. The podium is the place on the field or band room from which gestures and suggestions can bring a group of individuals into a unit. Whenever the Director, Drum Major, Leaders or authorized person takes the podium, the group will give him/her their complete attention. This means total silence when that person is talking and quick response to instructions.

Rehearsal ends when the Director ends it, not when a bell sounds or parents arrive. Each member is responsible for storing his/her equipment, music and instrument in the proper place. Early packing up of the instrument should not take place at all. The end of the rehearsal is often a time to recap what has been learned and what needs to be learned next.

Rehearsal times mean that the band will rehearse for the entire time and then be dismissed. Parents and students should allow a **15-20 buffer time** for arrival to and departure from rehearsals. Some sections of the band (front ensemble, drum line, and color guard) may have more equipment to store than others, and should allow themselves extra time before and after rehearsal. Night rehearsals start at 6:00pm on Tuesday and 7:00pm on Thursday. All students must be in the band room fifteen minutes before rehearsal for roll and instructions. In order to be on time, students should come early and check the board in the band room for instructions. Tardiness will be noted and will result in lowered rehearsal grade.

FOOTBALL GAMES

The Band and Color Guard performs at all home Varsity Football Games. The time schedule for home football games will be as follows (unless otherwise stated):

5:20pm	Report time/rehearsal
5:30pm	Change into uniform
6:00pm	Warm-up
7:00pm	Game starts
10:00pm-10:30pm	Students are ready for pick-up

- All students will remain in designated band area of the stands. Students must use the restrooms located at the snack bar, and notify a band staff or a chaperone before leaving. Students will sit in sections during the game, except third quarter. Students are not allowed to visit with friends or family while performing. After the field show students will receive a break during the third quarter. Students must remain in the designated band area at all times. **NO EATING OR DRINKING** while in uniform, except for water supplied by the chaperones.

PERFORMANCES / COMPETITIONS

Members of the Band and Color Guard will receive a detailed itinerary of the performance activity prior to each event. Sometimes the itinerary will not be out until the Monday before the competition due to late notification of performance time from the competition site.

It is each member's responsibility to have all equipment ready for the performance.

If your parents plan to pick you up from a performance you must:

- Send an email/note to Mr. James prior to or a note only if picking up the day of the competition.
- You must store your uniform and all equipment before leaving.
- You and your parents must meet with Mr. James before leaving the performance site.

MATERIALS

Each member of the Band Proper is issued music. Each member is responsible for the music issued to him/her. If music is lost or misplaced the student is to report the lost music IMMEDIATELY to Librarian.

Color Guard members are responsible for the proper care and storage of equipment and uniforms issued to them.

All band members must have a music binder complete with 10 clear sheet protectors.

Each member will take all necessary supplies to every rehearsal: notebooks, pencils, music, instruments, equipment, etc. Random equipment checks will be done throughout the year and will be a part of each student's grade. *If there is a financial hardship, please contact Mr. James to discuss an accommodation.

Band Binder Contents: Each student's band binder must have the following for it to be considered complete.

- Warm up exercises
- Repertoire: Music from the marching band show, pep tunes, ceremonial (Fight Song, Star Spangled Banner, and Alma Mater) Repertoire will change depending on the time of year.
- Sheet protectors
- Pencil

Instrument Care

Students will maintain their instruments properly and clean them regularly. Parents should supply the students with appropriate materials for performance and maintenance. The following is a generic list of items that each student should have for their instrument.

Flute: cleaning rod, handkerchief

Oboe: 2 working reeds, cork grease, swab

Clarinet: 2 working reeds, cork grease, swab, thumb-eze (optional)

Bass-Clarinet: 2 working reeds, cork grease, swab

Bassoon: 2 working reeds, cork grease, swab

Alto Sax: 2 working reeds, cork grease, neck strap

Tenor Sax: 2 working reeds, cork grease, neck strap, mouthpiece, ligature

Baritone Sax: 2 working reeds, cork grease, neck strap, mouthpiece, ligature

Trumpet: Valve oil, soft polishing cloth

French Horn, Trombone, Baritone, and Tuba: Mouthpiece, valve oil, soft polishing cloth

Percussion: Some percussion implements (items used to strike a percussion instrument) are supplied by ECHS, however other items, such as, snare drum sticks and tenor mallets should be purchased by the student.

After rehearsal instruments are to be properly cleaned and stored.

Woodwinds: Swab instrument and mouthpiece, store reed in reed case, and store in the case in their locker.

Brass: Empty spit valves, push in slides, store mouthpiece properly in case, and store in the case in their locker.

Percussion: Store all instruments in proper place. Sticks and mallets stored in bags or other designated location.

Financial Support

The Golden Pride Marching Band and Color Guard is an extra-curricular activity. The costs associated with the marching band are outside the scope of a normal daily class. For example, custom music and drill design, marching and music staff, color guard equipment, costumes, and insurance are all expenses not normally associated with a daily class. We rely on the donations of band and guard families to maintain the successful marching band, drum line, and color guard. If we don't receive the amount needed, then we'll have to limit our participation in competitions, limit hiring of staff, and limit the level of quality that we are able to provide for the students as a whole.

We are asking for each family to make a *fair share donation of \$400* to the band program and \$50 towards transportation costs. **Total: \$450**

Donation due dates:

	<u>Amount</u>
First installment: August 18	\$250 -payable to "ECHS Band," band office drop box.
Second installment: September 15	\$150 -payable to "ECHS Band" band office drop box.
Transportation: October 13	\$50 -payable to "ECHS ASB." Paid to the ECHS cashiers office.

Other expenses:

1. **Marching shoes:** *all members must have their own shoes.* **The cost is \$30 to be paid when ordered.** Orders are put in during the July 4th parade rehearsals (June) and band camp (August). Students keep their shoes.
2. **Black t-shirt:** standard plain black crew neck t-shirt
3. **Black bike shorts:** should be close-fitting
4. **Black crew socks:** must cover the ankles
5. SCSBOA Championships overnight trip (optional, around \$80 per student)

The ECHS Band Boosters now offers PayPal as another way to mark your student's fair share donation. The booster club is a PayPal verified organization.

To donate with PayPal:

1. Visit our website at **www.echsgoldenpride.org**
2. Click the button Paypal.
3. Enter the amount of the donation. You will be responsible for the processing fee, which is 3%. The 3% will be listed under shipping and handling. The extra 3% covers the fees charged by Pay Pal for using their services. For example, if you enter \$100, a total of \$103 will be charged to you credit card.
4. Select the amount you wish to donate. Be sure and note on the page your students' full name we are to apply the donation to. An e-mail will be sent by PayPal notifying us that you have made the donation.
5. If you have a PayPal account, login and continue the transaction with your saved information. You do not have to set up an account to send a donation.
6. If you do not want a PayPal account, click 'Continue' under 'Don't have a PayPal account?' to enter your donation information. An email confirmation will be sent to the webmaster, the treasurer and the account coordinator of the Band Parent Association, as well as yourself. Your credit card statement and that email will be your receipt.

TRANSPORTATION DONATION

The school district is asking for Marching Band members to donate \$50.00 towards transportation to help cover the costs of buses. Checks should be made out to "ECHS ASB" and are to be paid at the ASB office. If we do not have enough members donate, transportation to all competitions cannot be guaranteed.

If we do not have enough funds donated for transportation, we may not have buses for the competitions and parents will have to transport their own child to and from the competitions.

UNIFORMS

During band camp each member will be fitted in a uniform according to the unit in which he/she performs. Each uniform is numbered and issued by that number. Uniforms and hats are fitted as well as possible. However, some adjustments will be necessary. The uniform committee will make the adjustments, and a second fitting may be needed. The pant hems are to be three inches from the floor and are to be fitted with the competition shoes being worn. If a uniform needs to be adjusted during the season let the uniform chaperone know at least one week in advance.

Uniform distribution procedures at football games and tournaments.

All students should arrive wearing a black t-shirt/brown show shirt (no cut sleeves), black bike shorts, and black, full-length socks to be worn under their uniform. **All students must wear shorts.** All members will report to performances with their hair ready to be put into the hat. Hair must not touch uniform collar when hat and coat are worn. No hairpins may show. Chaperones are not to fix members hair except for minor adjustments prior to a performance. If hair becomes a problem, it must be cut, or the student will not perform. Students are not allowed to wear any make-up or jewelry while in uniform. Boys must be clean-shaven. Facial hair (beard, mustache, and goatee) must be neatly trimmed. It is important that your performance shoes are clean/polished for all performances. Chaperones are to assist in touch up polishing only. **Students who do not comply with the uniform requirements will not be allowed to perform and will receive a "0" for the performance.**

Uniform chaperones will distribute plumes, and other necessary equipment. Chaperones will check the uniform, make adjustments to hair, and put plumes on shakos before warm up. The following procedure will help to organize the uniform distribution/return process, keep students accountable for their uniform care, and better maintain uniforms.

Football Game Uniform Distribution

- 1) All members of the band will form four lines on the band patio area.
- 2) Students will be dismissed by sections to put on their uniforms.
- 3) Quartermasters will distribute uniforms to members. Members put on uniforms.
- 4) Put empty uniform bags on racks in the band room by section. Students will go to inspection, where a uniform chaperone will check for fit of the uniform and distribute plumes. After your uniform has been inspected and all other preparations have been made (hair, jewelry, etc.) proceed back to the patio area for warm up.
- 5) **Chaperones, please do not disturb the students during warm up unless absolutely necessary.**

Uniform procedure continued.

- 6) After the performance each section will be dismissed to change. Plumes will be collected at the band room door. Uniform bags will be hanging in the center of the band room. The uniform is to be hung properly on a hanger, paying special attention to the creases in the pants. Keep the uniform in the uniform bag to keep it clean. DO NOT close the uniform bag immediately after a performance. Fold the epaulets over the shoulders. Store gauntlets in uniform bag. Take shoes home. Allow the uniform time to breathe (air out).
- 7) Line up in the hallway and proceed to the choir room. Quartermasters will inspect the uniform. If uniform is not correctly hung up, the quartermaster will return the uniform to the member and the member must go to the back of the line and fix the issue.
- 8) All students return to the band room to store equipment and clean the room. Quartermasters will notify the director of any missed uniforms, or any other problems. Only after all uniforms have been properly stored, the band room is clean, and all equipment is stored properly will students be dismissed. **Mr. James will dismiss students after quartermasters, section leaders, drum majors, and chaperones have confirmed that all items have been stored properly. Only then will students be dismissed. Parents, please be patient as we teach students the proper routine. After a few weeks students will be dismissed quicker.**

Students not in complete uniform will not be allowed to perform and will receive a zero.

CONCERT DRESS

The El Camino Instrumental Music Program strives to be a high quality, professional organization. In order to reach this standard, the performers must be dressed in a professional manner that is appropriate for performances. If there are any financial hardships obtaining the concert dress, please contact Mr. James about accommodations. If a student fails to communicate with Mr. James and shows up to perform without the appropriate concert dress, the student will not be allowed to perform.

Concert Dress Description-no substitutions please

- Ladies: (1) long black dresses (ankle length), (2) black blouse and ankle length black skirt, (3) black blouse and black dress slacks, with black dress shoes
- Gentlemen: black dress slacks, white shirt, black bow tie, long black socks, black dress shoes, and black sports coat. It should look like a tuxedo.

ASSISTANTS TO THE DIRECTOR

These people are adults who are responsible for marching, musical and performance proficiency of the program. They are to be given your full attention while they are instructing the sections. Any discipline problems will be referred to the Director and dealt with immediately.

SECTION COACHES

These people are specialist on their particular instrument. They are to be given your full attention while they are instructing the sections. Any discipline problems will be referred to the Director and dealt with immediately.

SECTION LEADERS

Section leaders are responsible for the musical proficiency and marching of their sections. They are assistants to the Director. Section leaders are selected on the basis of musicianship, leadership, attitude and responsibility. It is the Section Leaders responsibility to consult the Director about anything in the music that may be incorrect or unclear.

LEADERSHIP SELECTION PROCESS

1. The student must attend the orientation meeting that will be held in the month May.
2. The student must complete the application form and complete the questions.
3. The student will have an interview with Mr. James.
4. The announcement of leaders will take place a) personally with the b) as a band, c) and publicly at the end of the year awards banquet.

ATTENDANCE

- Attendance at all rehearsals and performances is required.
- Excused absences are limited to death in the family or illness. It is the student's responsibility to call/email/text the band director and leave a message to verify the absence.
- **Absences due to orthodontist/dental appointment, work, too much homework, or low grades in other classes are not excused absences.** Regarding appointments, it is expected that all members and their families will check the band schedule and make arrangements according to the schedule. Notify the band director at least two weeks in advance if no other appointment time is available. Time management is crucial to a successful band experience. If the student's homework is not being completed, evaluate whether their time is being managed properly. If the student is struggling continually, contact the band director directly and a student/parent/teacher conference will be scheduled, and we will make an effort to reach a solution.
- **Unexcused absences will result in the following, but not limited to, consequences:**
 1. **1st unexcused absence: student receives a zero**
 2. **2nd unexcused absence: student receives a zero, and is placed on the sideline for one performance**
 3. **3rd unexcused absence: student receives a zero, and is placed on the sideline permanently**
- Students must have a written or electronic excuse from parent or doctor verifying the absence. This is the responsibility of the student. The absence will remain a zero until the director receives the verification.
- If a student becomes ill on the day of a performance, to call/email/text the band director and leave a message to verify the absence.
- If there is a conflict in scheduling, it is the responsibility of the student to speak to the Director at least 2 weeks prior to the event. After the 2 weeks it will be up to the Director whether the student's grade will be affected.
- The validity of an absence (excused or unexcused) will be the Director's decision.
- It is the responsibility of the student to be punctual. Each member of the band should be at the report location at least 15 minutes (see next bullet) before rehearsal begins. Unexcused tardiness is unacceptable and will lower your attendance grade.
- **15-minute rule:** Students are to be at rehearsals fifteen minutes early to accommodate for proper preparation. The ten-minute rule does not apply to other itineraries where the "report time" is specifically stated.

The Golden Pride band will do all it can to provide you with all schedules, itineraries, and information as soon as possible. In return we ask that you schedule doctor appointments, vacations, and the like around the band schedule. Of course, some things are unavoidable, and as long as parents and students communicate with the band director or appropriate staff, there will be no problem.

COLOR GUARD/PAGEANTRY CLASS INFORMATION

Important information:

- 1) All color guard students are enrolled in period 6 Marching Band, and period 7 Pageantry during the 1st semester. Pageantry meets after school only. Please refer to the after school rehearsal schedule on page 3.
- 2) All color guard students will receive P.E. credit for the Pageantry class during the fall, and elective credit during the spring for Winter Guard.
- 3) Winter Guard students are enrolled in period 7 Pageantry during the 2nd semester and meet after school only. The after school rehearsal will be given out in December.

GRADES

Members will earn their band and pageantry class grades based on:

GRADING OPPORTUNITIES	WEIGHT	ASSIGNMENTS
Playing/Performance tests	50%	Scales, part execution
Attendance	25%	All rehearsals and performances
Theory Tests	25%	Fingerings, Music Theory

Grades in academic classes are to be maintained at a satisfactory level. **Students whose grade point average falls below a 2.0 will not be allowed to perform.** Failing grades in other classes are not acceptable to this band program. The Director will check grades at the end of each grading period. If the student raises his/her overall grade point average to a 2.0, and this is verified by the teacher of that class and Mr. James, the student may be allowed to perform before the end of the grading period.

FUNDRAISING

Each student will have the opportunity, and is expected to participate in Fundraising activities. It takes a great deal of money to run a program of this caliber and the success of our program depends a great deal on the funds generated from these Fundraising activities. It is each student's responsibility to do their share in the raising of funds and meeting all deadlines that are involved in Fundraising.

Additional fundraising information will be given at Booster meetings and in class.

CHECK ACCEPTANCE POLICY

Make all checks payable to: "ECHS Band Boosters" unless otherwise indicated.

Place all checks in an envelope. On the envelope please write:

1. The students' name.
2. What the check is for (donation, marching shoes, etc.)
3. Deposit in the band office drop box.

GENERAL INFORMATION

1. All members are required to attend ALL rehearsals and performances.
2. All competition music and equipment work must be memorized as quickly as possible.
3. Band and Guard performances are not excuses for missing schoolwork. If you miss a class due to a performance it is your responsibility to make missed work up.
4. No friends or relatives may “visit” for extended periods of time with you while you are seated in the stands at football games.
5. **Uniforms are to be worn in their entirety, unless otherwise directed.** Mr. James will make this decision. For example, students may remain in “halves” before the warm up begins, or during warm up due to hot temperatures.
6. No student member may leave the bus until the Director/Staff/Chaperone gives permission to do so (except in emergency situations).
7. There will be no eating or drinking while in uniform (only water may be consumed).
8. No gum chewing will be allowed during rehearsals, performances or while in uniform.
9. No food, drink or gum will be allowed in the band room. WATER ONLY!
10. Students are not allowed in the Director’s office or music library. Only color guard, drum line, and front ensemble students may be in their respective rooms.
11. Please arrange to have a ride home after all rehearsals and performances in a timely manner.
12. **No displays of affection (with the exception of handholding) will be allowed by any member at any classes, rehearsals, performances, bonding experiences (parties, etc.), or at any other events sponsored by the El Camino High School band program.**
13. At all times, remember who you are and what you represent.
14. No sunglasses or hats are to be worn in class.
15. All Golden Pride band and guard rehearsals, performances, or any other event are subject to the OUSD dress code. Students who violate this code during these events will be given a warning for the first violation. The second violation they will be asked to change, and parent notified.

CHALLENGES: MARCHING SEASON

A member wishing to challenge for a solo (that is characteristic of that instrument or a position in the competitive show), must notify the Director so that the person to be challenged may be notified at least one week prior to the challenge date.

On the day of the challenge each student will be given the opportunity to perform the material or show assignment that is being challenged. The student who best performs the material or show assignment will win that position. The director may have students evaluate the performances as an educational exercise, but the director will make the final decision. No challenges will take place within two weeks of a performance.

Seating for the marching season will be determined by the director.

AUDITIONS – SEATING – CHALLENGES: CONCERT SEASON

The matter of seating is important to musicians because it represents each player's rank within the Band. To determine seating and grouping, auditions will be held at the end of the 1st semester. Each member will audition on their instrument as their final exam. Once the seating has been determined, advancement may be made through challenges. Students may not challenge between bands.

- The challenger must notify the Director so that the person to be challenged may be notified at least one week in advance of the challenge date.
- No challenge will take place within two weeks of a performance.
- The music for the challenge will be selected by the Director and may consist of some or all of the following:
 - *Music currently being rehearsed in band.
 - *Scales / Rhythms
 - *Sight-reading
 - *Other music in folders

AWARDS BANQUET

At the end of each school year we celebrate the student's achievements at the annual banquet. Students are recognized for their participation in the various groups as well as their level of achievement. To be eligible to receive awards at the banquet the student must be enrolled in the program during the current school year, and be in good standing with the Golden Pride

PRIVATE LESSONS

Each band member is encouraged to study with a private teacher who is a specialist on that person's instrument. Such a teacher is able to devote the entire lesson to solving the problems of the individual student. The result of this kind of attention cannot be obtained in any group situation. Any student wishing a private teacher should contact the Director.

SCHOOL INSTRUMENTS

El Camino High School owns a limited number of musical instruments. Any student who checks out a school instrument is responsible for its care, safety and minor repair, just as if it were his/her own. Any students using school owned instrument must fill out appropriate paperwork and return signed by the Parent or Guardian. Any loss or damage occurring while in the possession of the school instrument, aside from normal wear, will be the responsibility of the student. This may include the replacement or repair cost of the school instrument.

PUBLIC RELATIONS

As a member of the Band and Guard you are in the spotlight of the school and the community. All public performances in and around the community require each member to demonstrate the high quality and level of El Camion High School students in and out of uniform. You are an extension of the school, the community and your family, and you will display that in everything you do.

There will be no smoking, drinking of alcoholic beverages, illegal drugs, theft, or fighting by any member while representing the Golden Pride. Such behavior will not be tolerated and will be dealt with immediately by Mr. James and El Camino High School administration.

Students who engage in any of above mentioned activities while in class, before, at, or following after school rehearsal, or while representing the band program will jeopardize their ability to be involved in optional trips that are not required for the class. If the student engages in such behavior their trustworthiness is in question. Mr. James will carefully examine each situation and determine if the student will be allowed to participate in optional trips after the incident. If the negative behavior continues, the student will be transferred to a different class.

INSTRUCTIONAL STAFF

Instrumental Music Director
Assistant Director-Visual
Color Guard Instructor
Color Guard Instructor
Color Guard Tech
Percussion Instructor-Battery
Percussion Instructor-Front Ensemble
Percussion Tech
Flute Coach
Clarinet Coach
Saxophone Coach
Hi Brass Coach/Visual Tech
Low Brass Coach

Daniel S. James
Reginald Alaman
Torrey Goldberg
Jackie Goldberg
Marisela Luna
Marcus Donalson
Tollak Rafto
Marcus Donalson
Kristen Kort
Katrina Earl
Tracy Martinez
Anthony Pultz
Matt Lane

Important phone numbers / addresses

El Camino High School
400 Rancho del Oro Drive
Oceanside, CA 92056
Phone: (760) 901-8000
Band Office: (760) 901-8194
Mr. James' E-Mail: daniel.james@oside.us (preferred method of communication)

BAND AND COLOR GUARD CONTRACT 2017-18

Important: After parents and students have read the band handbook, print out this page and return it to the band office by Friday, August 25.

This contract must be returned by the above date or the student will not be allowed to perform at performances.

Student Information:

I, (students' name) _____
have received an El Camino High School Band and Color Guard Handbook. I understand my responsibilities as a member of this team, and I will execute them to the best of my ability.

Date _____ Signature _____

Parent Information

My son/daughter has read the El Camino High School Band and Color Guard Handbook. We have read and discussed it together and understand our responsibilities to the band program, and I will support the execution of these responsibilities by my student.

Date _____ Signature _____