



S A B I N O

I N S T R U M E N T A L M U S I C

Band Handbook

2023-2024

Mr. Jack Taylor
Director of Bands
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WELCOME TO THE SABINO BAND FAMILY!

If you're new to the program, I encourage you NOT to be shy. Get to know your fellow bandsmen. We are a community. When we succeed we do it because of the success of every member, when we fail, we do so because of the failure of every member. Everyone around you has been in your shoes and is here to help you become the best YOU you can be.

Making music is a unique activity because we must set aside our differences, leave our troubles at the door, and work toward a common goal. It pushes us to listen closely to others and react to their musical choices in real time. I encourage you to embrace these moments and continue to ask what you can bring to the music.

Cherish the memories you make here and push yourself to take advantage of the opportunities you have here. You only get one shot at high school, at marching band, at Sabino, make the most of it!

Please read through the entirety of this packet, sign the forms on the bottom and return it to Mr. Taylor by Friday, August 11th.

- Mr. Taylor

Upcoming Dates:

June 27th: Full Parent Meeting and Rookie Social

July 10-11: New Member, Drumline, Guard and Leadership Camp

July 12-14: Full Marching Band Camp

July 17-21: Full Marching Band Camp

Band Fees:

All Members:

\$50 TUSD Fine Arts Activity Fee will need to be paid in the school Finance Office or online prior to the start of school.

All Marching Band Members: Please see the last page of the handbook for financial assistance application, or extended payment

\$350 Marching Band Fee due by September 29th - payable to SIMBA

Includes 1 show shirt, 1 pair of gloves, 1 pair of marching shoes for new marchers, 1 music folder for new marchers and the cost of uniform upkeep, costs for staff, snacks, water, meals and other expenses.

\$25 Discount for payment of band fees by July 10th, 11:59pm

The band fee is reduced to \$300 per student for families with multiple students

Tax Credit Payment

Yes, you can use tax credit to pay part of your band fees! \$100 of each student's band fees can be paid using tax credit. Single filers can receive \$200 in tax credit refunds and those filing jointly can receive \$400 in tax credit refunds. Remaining tax credit can also be used towards winter fees and the spring trip.

1. Go to <https://www.tusd1.org/donate>
2. Click Donate as Parent or Guest
3. Select Sabino High School; Band Tax Credit
4. Email your receipt to sabinomusictreasurer@gmail.com

Band Fee Payment

The easiest way to pay Fees will be through Cuttime using stripe, or through cash or check in the band dropbox

Other Payment Methods

Pay via check made out to SIMBA and put in the band room drop box

Pay via cash and put in the band room drop box

Course Materials

Students will need to purchase the following materials to participate in band.

1. Black socks and black shorts (for under their uniform)
2. An instrument in good repair. If your instrument is in need of repair, please get it fixed as soon as possible. It is expected that students keep their instruments in good repair throughout the year. Rental instruments are available through the school and are repaired through the TUSD repair shop.
3. Concert Dress (see uniforms and concert attire)

STUDENT EXPECTATIONS

All members of the Sabino bands should strive to display the following characteristics on a daily basis. As members of this program, we are expected to be:

1. Punctual: Show up on time. Every time. Plan ahead. If you know you will be late to a rehearsal, let us know well in advance. Rehearsals will begin on time, so allow yourself adequate time for setup and transit prior to rehearsal (about 15 minutes).
- 2 Polite: Say “please” and “thank. you” to staff, parent volunteers, classmates, teachers...and everyone you meet. There are a lot of people that do a lot of work behind the scenes so you can be successful. Show appreciation for them often.
3. Responsible: Take charge of your actions and be proactive. Troubleshoot problems whenever possible. Get your work done on time. PRACTICE AS MUCH AS IT TAKES TO BE PREPARED!
4. Focused: Rehearsal is where serious work happens. Performance dates are demanding logistically. During those times, the task at hand must stay on the forefront of your mind. It is not the time to hash out interpersonal issues or concerns that don’t immediately impact our work.
5. Honest: Everyone makes mistakes. When you do, own up to them and learn from them.
6. Respectful: Be respectful of yourselves, staff, parents, teachers, and our facilities. This means clean up your messes, put things back where they belong. If someone else leaves a mess, pick it up for them to keep our facilities as clean as possible! It also means following instructions from leadership, staff, and parents the first time they are given!
7. Dedicated: Don’t be a half-hearted band member. We need EVERYONE to be successful, and your classmates depend on you! Put in the extra time it takes to make our program great!

Class Rules

The following rules apply for all students registered for band at Sabino.

1. Reference your rehearsal plans to be prepared for class. Check the board to know what we are doing daily.
2. Bring everything you need for class every day. If you don't have the materials you need to rehearse you can not effectively participate in class and undermine our ability to perform well at concerts, festivals, and competitions.
3. After entering the room or rehearsal space, get to your seat as quickly as possible and begin warming up. Rehearsal will begin two minutes after the final bell rings. Percussionists, check to see what we are working on and then immediately begin setting up necessary equipment.
4. Only use pencils to mark your music, and do not write in note names or fingerings.
5. No gum, candy, drinks (besides water) or food is allowed in the band room during rehearsals. No placing water bottles on the piano.
6. Behave like professionals when you enter the band room, or any time you are out with the band. When we are in rehearsals or gearing up for a performance your singular focus should be on the music!
7. Wait for dismissal from the director before moving to pack away instruments.
8. Cell phones are not allowed at rehearsal except by student leadership in tuning situations. Students caught with cell phones during rehearsal will have them confiscated, and Sabino's cell phone policy will be followed as appropriate.
9. The band room piano can only be played with express permission from the orchestra or band teachers. The auditorium piano cannot be played under any circumstances.

School Owned Instrument Use

Students using school-owned instruments are required to sign a contract with the school district claiming responsibility for the instrument. The instrument is to be used only by the student that has it checked out. Once the instrument is checked out, that student is responsible for its care and upkeep until it is returned to the school at the end of the school year. If it is damaged in any way while in the student's care the student may be responsible for the repairs at a repair shop of the director's choice. If it is lost or stolen the student is responsible for either the recovery of the instrument or restitution of the cost as determined by the director. Check out and use of a school owned instrument can only happen when the following conditions are met:

1. Sign and return the district instrument usage agreement.
2. Attend all rehearsals and performances.
3. Demonstrate that individual practice is occurring on a regular basis.
4. Demonstrate proper care and maintenance of the instrument at all times.

A list of necessary cleaning/maintenance materials for each instrument can be provided upon request. If proper care of a school owned instrument isn't being demonstrated, a student's privilege to use a school owned instrument may be revoked at any time. School owned instruments will be issued out on a first-come, first-served basis.

Attendance Policy

Please reference the calendar at <http://sabinomusic.weebly.com/calendar.html> for all band events and rehearsals and fill out an absence form [HERE](#) or on the website. Attendance is a critical component to successful performance, and therefore, a critical component of each student's grade. This includes both attendance during online instruction, during school class time, at after school rehearsals for marching band or concert band, and of course at all performances and competitions.

Each student will receive a detailed calendar for the year within the first couple weeks of school. This is available on the band website: sabinomusic.weebly.com. Keep in mind the following when reporting absences and looking over the calendar.

1. Excused absences from Marching Band performances must be recorded by August 12 and approved by the director to be considered Excused.

2. Excused absences from Marching Band rehearsals, including guard and percussion sectionals, must be given at least two weeks in advance and approved by the director to be considered Excused.

3. Emergencies and other situations that may arise after-the-fact will be considered for excusal on a case-by-case basis. Failure to report a non-emergency absence prior to the deadlines outlined above will result in an Unexcused absence, which cannot be made up. Birthdays, minor family events, spontaneous family vacations, failure to plan transportation, and student work schedules are not excusable absences.

4. Schedule conflicts that arise with other school sanctioned sports or activities are considered on a case-by-case basis. It will always be the expectation that an even splitting of time will be given between activities when these conflicts occur so that commitments to both activities can be honored in the best way possible. The importance of the event will be considered in resolving these conflicts (i.e.: a band performance is more important than sports practice; a game is more important than a band rehearsal, championships are more important than regular season events, etc.). These conflicts are not always known well in advance, so please give as much notice as possible and notify Mr. Taylor in person so we can discuss potential resolutions to the conflict.

5. Absences from Symphonic Band and Percussion Ensemble performances are never excused, even for other school sanctioned activities, but can be made up by performing the music from the missed performance for Mr. Taylor, who will score the performance against a rubric.

6. Remember we are a TEAM, and we are only successful if everyone is there.

Please remember regular attendance at school is crucial. Excessive absences from any course could result in loss of credit.

The key to success with attendance is, as with all things, COMMUNICATION. If I know where you are and know that you have a valid reason for being there, excusing your absences is easy! If you don't communicate with me, I can't help you! The purpose of the calendar is to help you and your family plan so you can be successful. It's designed to help you plan to honor your commitment to the program, not to control your life! Reference it often, and plan ahead!

Grading

Advanced Band, Percussion, and Guard are graded in the following manner:

Daily Attendance and Participation: 30%

Tests (Written and Playing): 20%

Assignments: 10%

Out of Class Rehearsals and Performances: 40%

If a student misses an assignment or test due to an absence, they have one week upon their return to class to make up the work they missed. It is the responsibility of the student to find out if they missed an assignment, and it is their responsibility to make it up on their own time. Missed assignments cannot be made up after one week back. Late work or tests (when a student is in class) may be turned in up to one week after the original due date with no penalty. Late work will not be accepted after the one-week window.

The district grading scale will be utilized in this course:

90-100% = A; 80-89% = B, 70-79% = C; 60-69% = D, 0-59% =F

KEEP IN MIND THAT UNEXCUSED ABSENCES FROM REHEARSALS OR PERFORMANCES IN ANY CLASS OR ENSEMBLE WILL SEVERELY IMPACT YOUR GRADE. PERFORMANCE MAKE-UPS ARE ALWAYS CHALLENGING. BE AWARE OF THE CALENDAR AND COMMUNICATE ALL ABSENCES TO THE DIRECTOR BY THE REQUIRED DATE VIA THE REQUEST FOR AN EXCUSED ABSENCE FORM!

Guidelines for Travel and at Home

1. Remember that everywhere we go, you represent your school, director, parents, our program, and most importantly yourselves. Be polite, use appropriate language, and be respectful of our facilities and any host facilities we may be visiting. There is no place in our program for a student who damages our reputation.
2. When traveling, we will encounter all sorts of different people with different personalities. Treat them with respect. Always.
3. Use of tobacco, e-cigs, alcohol, and drugs is prohibited. There is no place for students who violate this rule in this program.
4. Our facilities must remain clean at all times. Always pick up after yourself, and remember there is no food, gum, or drinks (other than bottled water) allowed in the band room. Be mindful of rules regarding food when traveling and on buses as well.
5. Display good sportsmanship...remember who you are and where you come from.
6. PDA: No one wants to see it. Again, you are representing our program. PDA violations will result in consequences that impact everyone!
7. Most importantly, when traveling, follow all instructions given by Mr. Taylor, parents, and staff. Failure to do so will result in loss of travel privileges!
8. When traveling, there is NO singing on the bus. None. None under any circumstances. No.

Uniforms and Concert Attire

Band Uniforms:

1. Uniforms must be kept clean at all times. Be careful where you sit, and NEVER eat or drink in uniform (except for water).
2. Just as we are respectful of our facilities and equipment, we must be respectful of our uniforms. NEVER wad them up. Students who don't hang their uniform properly will not be able to turn it in until it is correct.
3. Uniforms must be worn properly at all times. This means everything is on, buttoned, fastened, etc. once you step out in public. Make sure you're wearing the appropriate shirt underneath. In the event of excessive heat, we may sometimes take jackets off in the bleachers or while on buses, but everyone must have the correct shirt underneath.
4. While in uniform, be mindful not to wear excessive makeup (you will sweat, it will stain), jewelry, and that hair must be able to be secured inside your hat. Remember, the whole purpose of the uniform is that we all look the same, and no individual stands out as we perform.

For concert ensembles:

Appropriate concert dress is all black OR tuxedo look. Women may wear pants or knee-length (or longer) skirts or dresses with black tights or hose. Closed-toed shoes are a must for women, as are dress shoes (not tennis shoes) and dress pants (not black jeans) for men. Men may wear a black tie or vest if they choose. Concert uniforms will be worn if available. **Appropriate dress is a part of your concert grade.**

Marching Band Specific Information

BE MINDFUL OF HEAT SAFETY!!! THE FOLLOWING ITEMS ARE A MUST FOR ALL MARCHING
BAND MEMBERS:

1. LARGE REFILLABLE WATER BOTTLE
2. SCHOOL APPROPRIATE, LOOSE, LIGHT CLOTHING
(NO JEANS OR LONG SLEEVES)
3. A HAT OR VISOR AND SUNGLASSES
4. SUNSCREEN, SUNSCREEN, SUNSCREEN
5. BUG SPRAY
6. APPROPRIATE FOOTWEAR (ATHLETIC SHOES)

**All clothing must go home and be washed
following rehearsal. No exceptions!**

BEFORE EVERY REHEARSAL MAKE SURE YOU EAT A LIGHT MEAL OR SNACK AND DRINK PLENTY
OF WATER OR GATORADE!!!

At football games, please make sure that you follow all instructions that are given. The most important thing to remember at games is our etiquette in the stands:

1. Stand in your designated row and spot, and stay in your window.
2. Don't walk around.
3. Always be facing forward, and always be listening for instructions from staff or leadership.
4. Our area in the stands is for us...not your friends or family.

Ensemble Expectations

All Advanced Band students are required to complete a chair placement audition near the beginning of the school year. All students will perform quarterly and will participate in concert festivals and recruiting events throughout the year.

During the spring semester, all band students (with the exception of percussion) will participate in a minimum of three sectionals (at a time to be scheduled by the students in each section) per quarter. These may be held before or after school, whichever works best. These sectionals will be graded and are critical as we prepare for spring festivals.

All students in Advanced Band, Percussion, and Guard are expected to participate in Marching Band unless there is an unresolvable schedule conflict with two or more school activities or a medical condition or other situation that makes it an unfit situation for them. If you have questions about the time commitment or expectations of the marching band, don't hesitate to ask. It's my goal for the members of the marching band that I am easy to work with, that I am flexible, and that I make sure they have fun. During the spring semester, students are welcome to audition for either Indoor Percussion or Winterguard. These ensembles are not required, but I highly encourage that you take on the challenge of these groups. You'll have a ton of fun and will grow as a musician or performer.

Finally, students who wish to participate in the jazz band are required to attend all rehearsals and performances for that group. Jazz Band will begin following the marching season, and the rehearsal schedule will be during conference block Tuesdays and Thursdays from 8:00am to 8:45am. Additional sectionals may be scheduled by its members.

PARENT AND STUDENT ACKNOWLEDGMENT FORM

Please make sure that you have read through the handbook carefully. Keep a copy of it handy and reference it as often as possible. After reading the handbook, please sign and return this back sheet to Mr. Taylor no later than August 11th for a grade.

Additionally, it is impossible to anticipate every circumstance or situation that may arise in the day-to-day workings of a music program. In the event that a situation arises that is not explicitly outlined in this handbook, please know that the best decisions for the overall good of the program will be made with respect to school rules and policies. Should information in this handbook become outdated or should a policy need to be amended, notification will be sent out as necessary.

I have read and understand the contents of the Sabino Band Handbook and the expectations the handbook outlines.

Student Name (please print): _____

Student Signature: _____

Date: _____

Parent Name (please print): _____

Parent Signature: _____

Date: _____

SABINO BAND COMMITMENT FORM

Student Name _____

Instrument/Section _____

The following are very important dates for the 2023 marching season that each student needs to be available for. Please read and initial each date and your availability. If you have a conflict please indicate the reason. For the full calendar go to our website at www.sabinomusic.weebly.com.

<u>Month</u>	<u>Date</u>	<u>Function</u>	<u>Yes</u>	<u>No</u>	<u>If No Give Reason</u>
Sept	30th	Casa Grande Marching Competition			
Oct	3rd	Fall Band and Orchestra Concert			
Oct	21st	U of A Band Day			
Oct	28th	Ironwood Ridge Marching Competition			
Nov	1st	TUSD Marching EXPO			
Nov	4th	Sabino Mountain March Competition			
Nov	11th	AzMBA Champs @Campo Verde			
Dec	12th	Winter Band Concert			
Feb	27th	Band and Orchestra Concert			
Mar	1st	Area Festival @ Catalina Foothills			
May	16th	Spring Band Concert			
May	23rd	Graduation			

We, the undersigned, commit to the choices we have marked above. We understand that much planning and work will be done over the summer based on the choices indicated above. We understand that if we are participating in this band program it is imperative that we follow through on that commitment realizing that changes will impact the entire **Sabino Marching Band**.

We understand the expectations for members are that they commit to improving as a marcher and player, and commit to effective rehearsal etiquette, and by signing this form, we commit to strive towards these ideas and goals.

We understand that these events are co-curricular with the band class and unexcused non-attendance may result in your student losing their spot in the show.

Parent Signature

Student Signature

Date

Sabino Instrumental Music Boosters Association (SIMBA)

Scholarship Application

The Sabino Instrumental Music Boosters Association is organized as a non-profit 501 (c)(3) group to help Sabino High School's music program by supporting the needs of the program's director and thereby the students through fundraising, volunteering, and financial support. As a part of this, student participation fees are assessed and necessary in order to maintain the basic operation of the organization, which allows us to provide thousands of dollars of necessary equipment, staffing, music, props, costuming, registration fees, transportation, lodging, and miscellaneous other items each semester. Student participation fees are important as we receive little funding from the district for many of these important expenses that help us provide a great experience for our students.

SIMBA has a policy that no student will be turned away from participating in a Sabino music program due to financial hardship. We are able to offer a number of ways in which students and parents can raise money toward their fees to offset their expenses. You may contact a member of the SIMBA board (contact information is available at www.sabinomusic.weebly.com) for more information. Families should contact SIMBA for information on these opportunities prior to applying for a scholarship.

We also offer the option to apply for alternate payment schedules and partial fee scholarships (up to 50% of fees) for those with severe financial hardship. An expectation is held that those who apply for a fee scholarship will commit to full participation in SIMBA fundraising efforts and activities, which may include volunteering at events (both fundraising and non-fundraising events) and both student and parent driven fundraisers (where students and parents are asked to sell various items, usually with a given sales goal in mind). Beginning in the 2023-24 school year, students will need to apply for alternate payment schedules and fee scholarships prior to the start of each semester.

Please complete the information on the following page and return it to Mr. Taylor. Information shared on the Scholarship Application will be shared only between Mr. Taylor and the SIMBA board so as to keep those students and families who are receiving assistance confidential.

SIMBA Scholarship Application

Student Name: _____

Semester and Year of Scholarship Request: _____

Parent/Guardian Name(s): _____

1st Parent/Guardian Email: _____ Phone: _____

2nd Parent/Guardian Email: _____ Phone: _____

Student Ensembles (Check All That Apply):

_____ Concert Band/Marching Band (Advanced Band students)

_____ Percussion/Guard (includes WGAZ)

_____ Jazz Band

Are you requesting an alternate payment schedule or applying for a scholarship? (Check the corresponding answer)

_____ Alternate Payment Schedule _____ Scholarship

Total Fees Due for the semester: _____

If requesting an alternate payment schedule, please indicate the dates on which you would be able to make payments:

If requesting a scholarship toward fees, please indicate the amount you will be able to pay and the date by which you can make the payment (or payments):

Please sign the acknowledgments below:

FOR ALTERNATE PAYMENT SCHEDULES: I understand that by making arrangements to pay fees on an alternate schedule, payments will be expected on or before the given due dates in this application. Should financial assistance beyond the alternate payment schedule be required it is my responsibility to communicate that to SIMBA by resubmitting this form. I also understand the expectation that my family will participate in all SIMBA fundraising efforts and activities, and that a representative of SIMBA will contact me regarding volunteer opportunities. I also understand that should arrangements need to be made for the next semester this form will need to be resubmitted prior to the semester start. I understand that no payments toward the spring trip will be accepted unless fee payments are current.

Parent Signature: _____ Date: _____

FOR SCHOLARSHIPS: I understand the expectation that as a recipient of a partial fee scholarship (up to 50%), my family will participate in all SIMBA fundraising efforts and activities, and that a representative of SIMBA will contact me regarding volunteer opportunities. I also understand that if a scholarship is necessary for the next semester, this form will need to be resubmitted prior to the semester start. I understand that should the payment due date as indicated on page 1 need to be changed for any reason, it is my responsibility to communicate that to SIMBA by resubmitting this form. I understand that no payments toward the spring trip will be accepted unless fee payments are current.

Parent Signature: _____ Date: _____