

# Waipahu High School Band Handbook 2021-2022

Please read this handbook through and sign the contract at the end. **Both a Parent/Guardian and the student must sign and date the contract. The contract will be due on Monday, August 16, 2021.** If you have any questions regarding the handbook or the band program, please feel free to call Mr. Henry Fu at 307-9409 or email him at waipahuhsband@gmail.com **before signing the handbook.** Signing the Band Handbook contract is an acceptance of the policies within.

\*A copy of this handbook, along with lots of other handouts and information, can be found at [www.waipahuband.com](http://www.waipahuband.com). The website is updated regularly by the band director, Mr. Henry Fu.

## **Band Room Covid-19 Considerations**

- Each period cleans their own chairs and stands upon entering and before leaving the room. Cleaning supplies are provided.
- Appropriate spacing between students per CDC and State guidelines will be followed.
- Brass instruments will make and use bell covers.
- Students will use masks when not playing. Percussionists will use masks throughout class.
- At the end of the day, the clean team will return to vacuum and clean/sanitize the room.

## **Covid-19's effect on Performances**

During this school year, we are making an effort to safely have performances and attempt to return to normal. However, it is imperative to make learning as safe as possible for everyone. We will be following School, State, and CDC guidelines as to what kind of performances we will be allowed to have. Please be flexible. Venues, dates, and times of performances may change depending on the guidance we receive.

## **Waipahu High School's Band Director**

Information about Mr. Henry Fu can be found at our website: [www.waipahuband.com](http://www.waipahuband.com)

## **Band Program Philosophy**

It is the goal of the Waipahu High School Band program to provide opportunities for students to understand, appreciate and perform music through band class. The students will learn using various concert music pieces from different time periods, and will perform grade 3-6 music (on a scale of 6, 6 being the highest). Students will learn to work as a team toward a common goal: Performing music together to the best of their abilities.

## **Band class is an actual class**

The Concert/Pep/Parade, Marching, and Jazz Bands are REAL graded classes, NOT extra-curricular (i.e. sports or clubs), that are not graded. Pep and Parade bands are extensions of the Concert Band. Please do not attempt to pull your child out of the band “temporarily” in order to bring up his/her grades in other classes. That’s like having a child fail Math to raise his/her English grade.

## **Band is a team-oriented program**

Band is one of the most team-oriented programs they can participate in. All students are expected to learn their parts well and contribute equally. In sports, it is not uncommon for students to try as hard as they can, but still not see many minutes of playing time. In music, especially at this level, all students perform at the concerts, whether they are confident on their parts or not. We prefer that they make themselves into good players, with the support and guidance that we offer them.

## **Band “Clean Team”**

\*The “Clean Team” is a group of four randomly selected band members that are in charge of cleaning/maintaining our band room for one week. Every member is responsible for their Clean Team deployment and therefore must find their own substitute when unable to attend. A random list of all band members will be posted in a timely manner. If the list is depleted, the remainder of the year’s Clean Team will consist of persons that had either; Clean Team attendance issues, band attendance issues, or have suffered infractions to band rules. If no infractions were committed, a new list will be generated.

Cleaning of the band room includes, but is not limited to:

1. Trash removal
2. Sink cleaning
3. Sweeping & vacuuming
4. Window cleaning (last day of the week)
5. Rag cleaning (last day of the week)

\*Dirty band rags are to be split among the Clean Team and be taken home for washing and drying, and returned the following work day.

The Clean Team will be under the authority of the band’s Vice-President. The Vice-President will assign daily duties for the clean team and take daily attendance. Cleaning will be done daily 15 minutes after school (practice) and should take no longer than 15 minutes.

## **Band Events Calendar**

Please see the band calendar located here: <http://www.waipahuband.com/calendar.html>

The calendar is constantly updated, so bookmark this page and come back often!

## **Keeping your grades up in other courses**

All students are expected to keep their grades up in all their classes IN ADDITION to performing with the band. We have at least one computer and a laser printer available to print your work. Students will be trained on time management, but it is still up to them to implement what they have learned.

## **General Classroom Rules**

1. Be in the class before the tardy bell rings. **Walking in the door while the bell is ringing constitutes being tardy.**
2. The wearing of masks everywhere in the band room is mandatory.
3. You may remove your masks when playing wind instruments, but must replace masks immediately after the playing is done.
4. Brass instruments must have a bell cover.
5. Brass instrument water will be emptied in a designated trash can in the room.
6. Chairs, stands, percussion instruments, percussion mallets/sticks, and mouthpieces will be disinfected daily. Sharing of instruments, percussion mallets/sticks, or instruments is not allowed.
7. Each student is required to bring their paper, pencils, music, and other necessary equipment to class each day. **Pencils must be placed on stands during the period.**
8. Remove footwear and hats upon entering the band room.
9. No gum chewing in the band room.
10. Use appropriate language. No swearing.
11. Observe all off-limit areas (Instrument room, storage room, library, podium, and Band Director's office). Students are allowed in the off-limit areas only when given permission by the Band Director.
12. No one may "hang out" in any of the rooms. Students may practice in practice rooms only. Instrument and storage rooms are for storage only. Percussion room is for percussion practice and percussion storage.
13. The Library is only used for librarian work and, with librarian permission, rehearsal.
14. Handle all instruments with care. **Careless acts that result in damage to or loss of an instrument will be fined to the person that signed out the instrument up to the cost to replace the instrument.**
15. **Do not play on other people's instruments, electronic or acoustic, without the band director's permission.** Spend time on improving on your own instrument before attempting to learn another.
16. Be early for all rehearsals and performances so that you may set up your instrument, chair, stand, etc.
17. Non-band students are not allowed in the band room **except when the band director allows it.**
18. Follow all Federal, State, DOE, and Waipahu High School Rules at all times (In addition to band rules).
19. When in doubt, ask the band director.
20. **If a student behaves in an insubordinate or offensive manner toward the band director, the band director reserves the right to expel the student from the band program.**

## Consequences

- 1<sup>st</sup> offense: Warning  
2<sup>nd</sup> offense: Detention, Parent notification  
3<sup>rd</sup> offense: Referral to administration

**Note:** If at any time a student is caught drinking alcohol, smoking or chewing tobacco, vaping, or using any type of illegal drug while in the band room or at a band event, **the band director will refer the student to the administration and will dismiss the student from the band program.**

## Student responsibilities

Please remember that you are part of the band program, which is an organization of **many** students. Things that you do while representing the band reflect not only upon yourselves, but also the other band students, your school, and the Waipahu community. Be sure to follow all school, state and federal rules along with the band's rules. Please do what you can to make the Waipahu "Marauder" Band the best it can be.

- Provide your own masks and sanitation equipment.
- Be aware of all the dates, times and places of events and activities.
  - Utilize our band website: [www.waipahuband.com](http://www.waipahuband.com)
  - If you are on Facebook, Instagram, etc., like the Waipahu High School Band's Pages. Provide us with accurate email, addresses, phone numbers, and other information that we request
  - Read the emails and text messages that get sent out.
  - Communicate with your section leaders, officers, and band director.
- Know what to do, where you have to be and what you are to bring and wear.
- Each student is expected to know his/her part and know it well. This is in regards to both tests and performances.
- Practice beyond your required one hour per week.
- Utilize texts, videos, and software such as Sight-reading Factory, Vic Firth, and to become better readers and performers.
- Be respectful to the adults, your officers and each other.
- Have correct equipment ready for use (Oils, mouthpieces, reeds, etc.).
- **Keep your parents informed of all band events and activities.**

## Grading

Grading will be based on a standard 100% scale. Grades available are as follows:

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

The percentages are based on these categories:

Rehearsal attendance	25%
Written exams/homework	25%
Practice sheets	20%
Performance tests	30%

**\*Performances are mandatory.**

### **Descriptions:**

**Rehearsal attendance** - Based on the number of rehearsals/classes attended. Show up at all the rehearsals (Full band, sectionals and classes) prepared and on time, and make up the rehearsals you missed within one week.

**Written exams/homework/practice sheets** - There will be periodic exams and homework designed to expand your musical knowledge. Turn in assignments when asked. Tests/exams will vary between written knowledge and instrumental performance. Also, a weekly one hour practice sheet must now be turned in **by everyone**.

**Performance tests** – A student must be able to perform at a certain degree of proficiency per grade level. Performance tests will be administered in class to ensure that students are practicing and improving on their instrument.

**\*Note: Participating in performances is mandatory.** If you miss a performance (including football games, concerts, band camp, assemblies, parades, or other performances that may occur throughout the year) without prior approval of the band director and fail to make it up by the appointed deadline, **you will fail the term.**

### **Practice Sheets**

**One hour** of practice per week is required by each student. **At least thirty minutes must be played in the band room with other people present.** The rest of the time may be performed at home with a parent or another adult as a witness. It is recommended to practice more than the required time every week. (You may practice during lunch, before and after school). Signatures must be acquired from your section leaders at school, and a parent/guardian when practicing at home.

Please utilize your time wisely to get better on your instrument. **One hour a week equals less than 9 minutes per day.** Treat the band and your musical instrument with respect, and you will contribute much more.

Practice sheets are available at the band room and our website. **You may NOT create your own!**

## **Procedures for absences: Make-up work**

Whenever you are absent from class/rehearsals/performances, there is a specific procedure that must be followed. An excuse note with a legitimate reason is required upon your return to school. Making up time for a missed class period is NOT required, but **any tests or homework missed must be made up.**

1. If a rehearsal or sectional is missed, you must give Mr. Fu an excuse note immediately upon your return. **Please call in personally or have a parent call in when you will miss a rehearsal.**
2. A make-up sheet will be issued by the band secretary, specifying the amount of time that must be made up.
3. The student must then practice the amount of time specified, having parents or Mr. Fu sign your make-up sheet as proof. **You may do the entire practice time for make-up sheets at home, if you wish.**
4. Turn in the make up sheet by the deadline (Mr. Fu will issue the due date).

**\*If you fail to follow the above procedures, you will lose credit for whatever was missed.**

If you must miss a rehearsal due to a conflict of some sort, you must notify Mr. Fu **in advance** before missing the rehearsal by phone or in person. A note or message delivered by a friend **IS NOT** sufficient.

Keep in mind that you **do not** have to practice for the entire duration all at one time. You just need to have the correct total by the time the make up sheet is due, which will normally be about five days. **Rehearsal absences that are unexcused may not be made up.**

The band director will determine the music and duration of practice that needs to be made up. Please use the make-up sheets provided in the band room or download a copy from our website.

**Treat all concerts as Final Exams!** If you miss a concert because of a valid excuse, the make up will be extensive, as chosen by the band director.

**The band director always reserves the right to determine the validity and acceptability of excuses.**

## **Rehearsals**

There are mainly two types of rehearsals: Full band rehearsals and sectionals. These rehearsals will usually be held after school. They are both very important to the success of the band.

A **Full Band rehearsal** refers to the entire band gathering and rehearsing at the same time. This is important, because the entire band is split up into three or more classes.

Full band rehearsals are currently held on Mondays and Wednesdays from 3:05-5PM, but may be held at other times with advanced notice.

A **Sectional** is a rehearsal with just a given section (i.e. flutes, trumpets, low brass, percussion, and so forth), or combined groups (such as all brass, all woodwinds, etc.) Sectionals are given weekly by student section leaders. **Attendance at their rehearsals are also mandatory, and need to be made up if missed.**

**You must attend all rehearsals.** Plan on arriving at all rehearsals 5-10 minutes early to set-up and warm up. When a rehearsal is set for a certain time, we will begin promptly at that time.

**\*Students who miss full band rehearsals or sectionals excessively without valid excuses may not be allowed to perform at any performances that quarter, resulting in a failing grade of “F.”**

### **Performance responsibilities and etiquette**

This will be discussed in further detail when the time comes. But in general:

- Respect the audience members.
- Respect the other performers.
- Respect yourselves.
- Arrive in proper attire.
- No excessive talking when other bands are performing. Show some class.
- Work as a team to set up and break down.
- Always remember that you are representing yourself, your family and Waipahu High School.

### **Band Fee**

Students are charged a minimal fee of \$30 each. The money helps to offset costs of routine maintenance of the instruments. (Please remember that if a student causes damage to their instruments, they are responsible for their repair). The fee is only paid once a year per child, regardless of how many different instruments the students play.

### **Instrument Care-watch videos**

Students need to take good care of their instruments. All of the instruments are important regardless of age or condition. Therefore, I expect all of the school instruments to be kept clean and well-maintained. Students will wipe or swab their instruments daily in class and will do an extensive cleaning of their instruments after every performance.

If an instrument needs adjusting, new corks or pads, etc., notify the band director or one of the Equipment Managers and the instrument will be repaired. **Items such as cork grease, swabs, wiping cloths, or other maintenance items shall be kept in the case at all times.**

**Students whose instruments are lost, stolen or damaged due to negligence will have to pay for the loss/damages.**

School instruments are State property. Please respect them.

### **Concert Band/Symphonic Wind Ensemble Uniform**

White **tuxedo** shirt with **long sleeves** and a **wing-tip collar**

Black **Suit coat**

Black **bowtie**

Black **dress pants** (No jeans or cargo pants)

Black **dress shoes** with **black socks**

-----OR-----

Black **dress** (Dress **must** reach mid-calf or lower when you are standing)

Skin-colored **Nylon Stockings** (Pantyhose)

Black **dress shoes or sandals**

\*NO spaghetti strap dresses or blouse/skirt combinations because of stomachs showing.

**No exceptions.**

**Note: No jeans, cargo pants, T-shirts, casual shoes, or short dresses are allowed.**

Please be tasteful with your wardrobe. If in doubt, ask the band director. Students not in compliance will be sent home, and their grades will be affected. \*There will be a day where I will check the uniforms in advance to approve them.

\*Students may choose either uniform above, but must commit to the COMPLETE uniform. (e.g. One cannot choose to wear the dress but NOT the pantyhose. Each uniform must be COMPLETE).

### **Pep Band uniform**

Blue Band polo shirt (purchased through the band)

Black Jeans/pants (No holes or non-black pants, please)

Black shoes

Black belt

### **Parade Band Uniform**

Blue Band polo shirt

Black Dickies slacks

Black shoes

Black belt

## **Materials needed for band class**

### **Everyone:**

Masks

Pencils

Paper for note-taking (Can be composition book or binder and folder paper)

Instrument(s)

Instrument maintenance equipment (swabs, polish cloths, rags, oil, grease)

Assigned music books

### **1” Black Binder and sheet protectors for concert music**

School ID

Other supplies will be mentioned as needed.

Instrument lyre (All instruments except percussion)

### **Optional, but recommended:**

Metronome (Also around \$20-\$100)

Tuner and metronome apps for your phone (Usually free)

### **Depending on your instrument:**

Mouthpiece(s) (Advanced or pro models highly recommended)

Drumsticks (All percussionists are REQUIRED to own their own snare drumsticks)

High quality reeds (Vandoren blue box, Rico Royal, etc. No plain orange box Ricos or low-quality plastic reeds).

Valve oil (Fast, Blue Juice, Hetman, etc.)-Highlight the importance of purchasing your own, since you will be primarily at home. Include store numbers and addresses

Slide grease

Tuning slide grease

Key oil

Polishing cloth (Please buy appropriate cloth. No lacquered polishing cloths on silver-plated, etc.)

\*When entering high school, an upgrade to an intermediate or professional model mouthpiece is highly recommended.

**\*Although apps for smartphones can be music-related (metronomes, tuners, etc.) cell phones and tablets of any type may NOT be used during class.**

## **Fundraising**

Running a band program is very costly because of the costs of instruments, instrument repairs, equipment, buses, food for the students, etc. Waipahu High School alone cannot provide the entire budget that we need to build and sustain a successful program. Thus, the Marauder Band Boosters will coordinate several fundraisers for the booster budget, which benefits each student in the band.

Students will also be able to fundraise for their personal accounts, which can only be used for large, band-related events such as trips, band camp, banquet, mouthpieces, boxes of reeds, etc. These types of fundraisers are recommended, **but are optional.**

## **Band Trips**

The band will attempt to go on a trip every few years. The venues will always change, and may vary from a simple trip to a neighbor island to a trip to the mainland or beyond. The Waipahu Band has traveled to venues such as the neighbor islands, California, Florida, and Japan.

## **Band Camp**

We tentatively have a Band Camp at Camp Erdman in February. This is a mandatory part of the concert band course and must be attended, unless your absence is approved by the band director.

The band camp will offer practice time, clinicians, and activities for the students to become better performers.

## **Band Banquet**

At the end of the year, the band celebrates the year's accomplishments with a band banquet. All current band members, their families, and alumni are invited to attend. Cost will be in the \$40 range. Band students accounts can be used to pay for the student and his/her family members. Students that are not in the band are not allowed to attend. More information will come closer to the date (May).

## **Being aware of the Band's activities**

High school students are all busy with various things: school work, athletics, band, JROTC, clubs, Student Council, etc. Time management is a must. It can all be done successfully.

Keep up-to-date with the band calendar and web page at [www.waipahuband.com](http://www.waipahuband.com), "like" the Waipahu High School Band's Facebook page, have parents attend the monthly band booster meetings, be on the lookout for notices that are mailed home, and read all emails.

# Finance Chart for 2021-2022

(Subject to change. Use this as a guide.)

## All Students

Concert band uniform.....	\$150 (approx.)
(Depending on what you need)	
Band polo shirt .....	\$20
Black Binder.....	\$10
High School-appropriate mouthpiece.....	\$50-150
Band banquet (TBA-optional).....	\$40
Band fee.....	\$30
Band Camp.....	\$150

**\*If you have a personal account with the boosters because you were a part of this band before, you may use it to pay for any/all of the above costs.**



# Waipahu High School Band Handbook 2021-2022 Contract

We, \_\_\_\_\_ and \_\_\_\_\_,  
(Print student name) (Print parent name)

have read and understand the contents of the **2021-2022 Waipahu High School Band Handbook**, and agree to abide by the policies within.

We understand that if we have any questions regarding any of the Waipahu High School Band's policies, we can first contact Mr. Henry Fu, Band Director at 307-9409 or email him at [waipahuhsband@gmail.com](mailto:waipahuhsband@gmail.com)

*\* If you do not agree with our policies, please **do not sign** this contract and contact your counselor to transfer to another class.*

Parent Signature X \_\_\_\_\_ Date \_\_\_\_\_

Student Signature X \_\_\_\_\_ Date \_\_\_\_\_