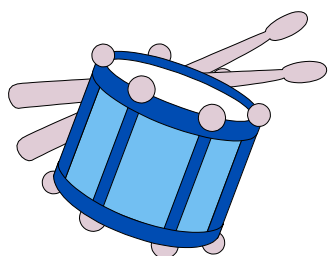




*The Legend Continues!!*



# 2009-10 Cosby Titan Band Handbook

# COSBY TITAN BAND

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August, 2009

To: Titan Band Members and Families

From: Earl E. Shaffer, Jr. and Kristine Schleibaum

We welcome you to the 2009-10 Cosby Titan Band program!! As we enter into our fourth year of existence and in the short time we have been together, we have accomplished some amazing things. Between what was an enviable competitive season last year, a unanimous SUPERIOR rating at the state concert festival (it is 3 years in a row now), and an Annual Concert that was the talk of the town, we achieved heights that no one thought possible. This year we must work to “raise the bar” even more because there is some “unfinished business” in front of us.

The purpose of this band manual is to make sure that all Titan Band members and their families are aware of all rules and policies that are designed to make this organization the best and run smoothly. Please read it carefully, consult it often, and if in doubt, ask questions.

We are fortunate to be housed in the beautiful, state of the art Cosby High School. The last couple of years our band room has “shrunk”. This is a good thing!! As we head through this exciting year of field shows, concerts and trips, and concluding our performing year with the Fourth Annual Concert of the Titan Band, there is plenty to offer everyone. Do your best, work hard, put forth your best effort, and you will get everything you can out of this year.

Make a special effort to improve your work habits and rehearsal skills, as the band will only be as good as these concepts will allow us to be.

In no other class can you express yourself as you can here. Enjoy making music because it is indeed a gift.

Prepare to make history!!

**The Legend Continues!!**

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## 2009-10 Performance Schedule

Friday September 11	Hopewell	Home
Saturday September 12	TAG DAY!!!! For all TMB members	Cosby Community
Friday September 18	CLOVER HILL	Home
Saturday October 3	Midlothian Showcase	Midlothian HS
Monday October 5	Chesterfield County Band Night	Monacan
Friday October 9	Lloyd C. Bird	Home
Friday October 16	George Wythe	Homecoming
Friday October 23	Manchester	AWAY
Saturday October 24	VBODA State Marching Festival	Bealton
Friday November 6	Monacan	Home
Saturday November 7	TMB at the College of William and Mary Game	Williamsburg VA
Friday December 11	Titan Band Holiday Concert	CHS Theater
Thursday March 4	Pre-Festival "Pyramid" Concert	CHS Theater
Saturday March 13	VBODA State Concert Festival	Lloyd C. Bird HS
Friday May 21	4th Annual Concert of the Titan Band	CHS Theater

# **Band and the Positive Affect On Your Child**

Band is an essential part of your son/daughter's academic career at Cosby High School. It is one of the few, if not the only, class to be truly interdisciplinary. Not only will your child receive a paramount education in the language of music, he or she will activate aspects of the brain not tapped in other classes. Recent research is indicating through EEG testing that music classes, such as band, activate ninety percent of a student's brain, whereas other classes, such as Math and English, activate around twenty percent or less. Additionally, Band addresses several, if not all, of the seven multiple intelligences as defined by Howard Gardener (one of America's leading educational researchers): interpersonal skills, intrapersonal skills, language/communication skills, musical skills, leadership, and quantitative skills (rhythm). Furthermore, at Cosby, look for the band to have one of the highest percentage of honor students than any organization of its type. Nationally, music students score 20% higher on SAT tests than non-music students (Music Educators Journal 1996). We truly are educating the entire child.

In addition, your son/daughter will learn many life skills from being involved in the band. Band teaches more than music, it teaches discipline, teamwork, cooperative learning, and invaluable lessons in time management. Titan Band members are involved in every club, sport, and activity at Cosby and are amongst the leaders of the school. Look for a large number of the Titan Band seniors (once we have them) each year to attend some form of post secondary education. From a parent standpoint, you won't find a better family for your child while they are away from their real family!!

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# TITAN BAND POLICIES

## PERFORMANCES

It is the expectation that each Titan Band member will be in attendance at all performances and rehearsals. Being absent from band functions of any kind is an indicator of a low level of commitment and is looked down upon by the director and members of the band. Students who miss band activities will not have grades as high as they would like, may not be eligible for their band awards (see awards section), and can lose their eligibility to go on the spring trip when one is scheduled. **Perfect attendance at performances is an expectation!!!!** Members that are absent from any performance or rehearsal let down the people in their section as well the entire band. A successful band, team, or any group effort, is built upon people who are committed to its success. Each performance is a part of the graded band curriculum. Success in this class, like any class, requires the student to be present for class activities. We understand that there might be a rare occasion that will require a student to miss a scheduled performance for an excused absence. As per the policy of the Performing Arts Division of the Chesterfield County Public Schools, a minimum of six weeks notice must be given to the directors in this situation. When illness of the band member or a family emergency, (i.e. a death in the family) arises, the student will receive an excused absence from the performance provided proper documentation occurs. Most other absences are considered unexcused. Appropriate make-up work will be assigned for performance absences at the discretion of the director. Please be aware that work commitments are NEVER an excused absence from a rehearsal or a performance.

A call time will be issued for each performance. This is the time at which you are to be fully dressed in your uniform, instrument ready to warm-up, and in your designated warm-up area. Tardiness to performance call is distracting to the entire group, keeps everyone from being prepared properly and is not accepted by the director or students.

## REHEARSALS

Attendance at all rehearsals is expected of each member. **An unexcused absence from a rehearsal is grounds for being removed from an upcoming performance!!** Students are expected to be ready for rehearsal fifteen (15) minutes prior to the announced starting time. In a class setting, the students will have four (4) minutes after the tardy bell to prepare themselves for the beginning of the class.

Unexcused tardies to any after-school rehearsal are not acceptable to the directors and staff and **WILL** result in an after school detention being assigned on the next available off afternoon. In other words, being “just late” is not acceptable. Tardies are considered excused if the student has been with a teacher or staff member doing academic work or other school-related business and produces a pass from that teacher upon entering the rehearsal room. Good time management skills will dictate that makeup work will be scheduled on afternoons that have no practice scheduled if at all possible. Please make every effort to do this. Notice of previously scheduled medical appointments or other such things should be given to the director prior to the rehearsal missed. Please understand that no part of any rehearsal will be missed due to work obligations.

The Titan Marching Band will conduct rehearsals for Brass, Woodwind, and Percussion on Tuesday, Wednesday and Thursday of each week through the month of September. Wednesday rehearsals will stop in October. The color guard will practice on Tuesday, Wednesday, and Thursday all season. All rehearsals will begin at 2:30 and will end at 4:30. This start time allows students to take care of school business prior to the start of rehearsal and will cut down on the number of excused tardies. Additional section rehearsals may be called if needed. The Titan Marching Band rehearsal schedules may be further modified as the season winds down.

After school concert rehearsals for the Titan Band Concert program will be announced several weeks in advance. Generally speaking, there will be one after school rehearsal a week beginning three to four weeks before a concert. Starting and ending times will be announced. Unexcused absences will result in the student being removed from the upcoming performance and appropriate make-up work being assigned.

Students who are involved with in-season school sports practices or activities will be able to leave our rehearsal early to go to that event, or arrive to rehearsal late from that event. All of that will be worked out in advance. Students are encouraged to become involved in a variety of activities in the school community as that makes for a better school!!

## **SCHOOL OWNED INSTRUMENTS AND EQUIPMENT**

The Titan Band issues large instruments for no rental fee to students for use during the school year. As per Chesterfield County policy and since there is **NO** funds available for repair, each student and family are financially responsible for the assigned instrument. The student is expected to take great care of this instrument in order for it to function properly. This responsibility includes taking care of repairs that may be needed during the school year.

## **UNIFORMS**

Each Titan Marching Band member will be issued a band uniform with a replacement value at over \$475.00. Every effort will be made to provide you the best fitting uniform possible. This uniform is worn at all Titan Marching Band performances. Each band member will also be issued concert formal wear during the fall. Some accessories for these will need to be provided by the student. *Please be aware that some minor alterations such as pant length adjustment may be needed which will be the responsibility of the student's family.* In order to keep the TMB uniforms looking nice and lasting for a long time, we insist that each member take great care of their uniform. Our uniforms will be stored at school in our uniform room. At a designated time prior to each performance, the uniform room will open for uniform issue. After the performance, the uniforms will be hung up properly and turned in. Students will be expected to follow the prescribed procedures for checking out and turning in their band uniform.

Several uniform accessories are expected to be worn each time the marching uniform is put on. The band t-shirt that will be given to each student is an expected part of the uniform at each wearing unless specifically instructed otherwise by the director. **LOST T-SHIRTS MUST BE REPLACED BY THE STUDENT!!** Navy blue or black socks are the only acceptable socks with your uniform. The black band shoe is the required footwear. White gloves are to be worn by all brass and woodwind musicians. Ordering information for shoes and gloves will be given out during band

camp. Students are encouraged to keep an extra pair of gloves around “just in case”!! *It is strongly suggested that names be permanently be put in all personally owned items.*

The dry cleaning and general maintenance of your uniform is covered by the uniform cleaning fee you pay at the beginning of each school year as part of your school fees. *This will not include cleaning or repair to your uniform caused by carelessness of the student.*

The Titan Band has quickly earned a reputation for class and discipline. To insure this, the uniform will be properly worn in public at all times. This means that the jacket is zipped all the way up and all accessories are attached where applicable. Opening or removing the jacket in public will be done at the discretion of the directors if weather conditions dictate.

## CONDUCT

Each Titan Band member is expected to represent themselves in the school, community, state, and nation at the highest level of maturity, cooperation, leadership, teamwork, and personal integrity. This expectation is a result of our dedication and commitment to each rehearsal and performance. I expect this high level to continue to rise.

In rehearsal and performance, each member is expected to be focused on the task at hand. Unnecessary talking in any rehearsal will greatly restrict the progress that is to be made and will not be tolerated by directors, staff, and other students. Each member is to have the maturity and self-discipline to control themselves in any rehearsal, performance, or travel situation. Since your ability to rehearse properly is a part of the graded band curriculum, inappropriate rehearsal techniques can result in a daily grade reduction and/or after school detentions being assigned. Continued problems along this line will result in dismissal from the performing band.

## GRADING

All Titan Band brass, woodwinds, and percussion members are to be enrolled in one of the Titan Band classes and will receive an academic credit for their efforts. This report card grade is a result of many individual grades accumulated during the grading period. Students will earn grades based on the following criteria: attendance at performances, attendance at rehearsals, quizzes and tests, as well as the student’s daily grade, which is a daily general evaluation of the student’s effort and performance on that day. A reminder that rehearsals and performances are a part of the graded class!! Please re-read the paragraph on “performances”. Each grading period will have a varying number of individual grades given; however, the weighting structure will remain constant throughout the year. Students are encouraged to periodically check their grades to insure their progress is what they would like it to be.

## COMMUNICATION

Communication to the home is a vital part of our band program. **The band member is viewed to be the primary communicator with his/her family.** Each student is responsible for the proper and timely delivery of information to the home. Information is disseminated to the student verbally at each rehearsal or class meeting. This information is also written on the band rehearsal hall white board and on the calendar posted in the band room. The band’s web-site is at:

**www.CosbyTitanBand.com** and is updated daily as needed and is a great way to keep informed as to current detailed information. Due to the busy class schedule, phone calls sometimes take a while to return. (I have found over the last year that e-mail is a sure way to get a quick response from me!!) Please don't ever hesitate to contact me should I be able to be of assistance to you.

## **TRAVEL**

One of the most enjoyable things about being a member of the Titan Band is the travel that we do. Whether it is going across county to an away football game or band event, across the state for a band festival, or somewhere in the United States for our spring trip, our band must continually bring honor and glory to itself, our school, and our community. Whenever we represent Cosby High School, we must remember that our conduct is being watched by everyone and we will act appropriately.

Bus sign-ups will be announced and will occur several days prior to the departure for a trip. You must ride on the bus you sign up for/were assigned to, and no bus changes will be permitted prior to or after departure except at the directors' discretion. The bus drivers and chaperones on each bus will be obeyed, and they set the volume level for conversations. Be aware that audio devices of any kind must have headphones plugged in to them and that no exceptions will be made to this policy. On busses with TV/VCR equipment, movies may be viewed with a rating up to, but no higher than, PG-13. Please be aware that the head chaperone will have final say as to whether a movie is considered inappropriate for a school trip setting.

Student fees, such as Titan Marching Band fees, must be paid in full or arrangements made with the director, in order to sign-up for the bus of your choice.

## **AWARDS**

A highlight for each Titan Band member is the presentation of awards at the end of each school year. These are symbolic of the effort and successful accomplishments of each band member, because without the individual musician, the band itself would not exist. It is our philosophy to honor each musician in our program each year who meets the criteria for the awards given. All awards are based upon a student having **no unexcused absences** from any performances (including tag day) and **no** absences from the VBODA (state marching and state concert) events or the Annual Concert. Please re-read the paragraph on performances. The director's discretion will be used in applicable situations.

Students who do not meet the "eligibility" criteria for awards will not receive them for that particular year. It is the hope of the instructional staff that each student will earn their award for this and every year!!

## **Titan Marching Band**

**Stars** are awarded to each band member who can pass off their Titan Marching Band show music for memory to the best of their individual abilities. These check-offs are administered by the band section leaders and other personnel designated by the director.

**First Year Certificates** are given to those members who successfully complete their first year in this organization.

**Titan Band Letters** are presented to those personnel that successfully complete their second year in the Titan Marching Band. These letters are designed to be worn on a Cosby letter jacket.

**Third and Fourth Year Seniority Bars** are presented to those upper class members who successfully complete these years of membership in the Titan Marching Band. They are designed to be attached to and worn on the CHS band letter.

### **The Cosby Concert Band Program**

**First Year Certificates** are given to those members who successfully complete their first year in this organization.

**Second Year Certificates** are given to those members who successfully complete their second year in this organization.

**Titan Band Letters** are presented to those personnel that successfully complete their third year in the Titan Band Concert program. These letters are designed to be worn on the CHS letter jackets. Students who have already earned this letter through the Skyhawk Marching Band will receive a pin to signify the earning of their second letter. This pin is to be placed on the CHS letter.

**Fourth Year Seniority Bars** are presented to those upper class members who successfully complete this year of membership in the Titan Band. They are designed to be worn on the CHS band letter.

Students involved in both the TMB and the concert program will receive awards for both activities.

*All students will be credited with "time served" in their previous band programs. As an example, a member of the TMB who has one year of marching band at his/her previous school will receive the 2<sup>nd</sup> year TMB award. Talk to the director with specific questions as it relates to you!!*

**Senior Plaques** will be presented to each senior at the Second Annual Concert of the Titan Band. These beautiful, personally engraved plaques will be a cherished award and will be highly anticipated from ones freshmen year.

**Outstanding Color Guard Award** is presented to a color guard (baton twirler or flag line) member selected by the sponsor and instructor to have the best performance skills and attitude.

**Louis Armstrong Jazz Award** is a nationally known band award and will be presented to a member of the CHS Jazz Ensemble who demonstrates the best leadership by example, musicianship skills, and positive band attitude. The recipient is decided on in part by a vote of the Jazz Ensemble members. This award will only be presented if a jazz ensemble is operational during the school year.

**John Philip Sousa Band Award** is also a nationally known band award and is presented to a senior band member who is a member of the Titan Marching Band and the Titan Band Concert program. This person must show the highest of personal integrity, top musicianship skills, show a positive band attitude, and leadership by example. This award is decided in part by a vote of the Titan Band.

Other awards may be added at the discretion of the directors.

Don't hesitate to ask the director questions about anything in this book. Work hard, try your best, and make this the best year the band has ever had!!! The things you do to set up this program will last for years!!!

## **THE COSBY TITAN BAND BOOSTERS**

The Cosby Titan Band Boosters is an organization of parents and friends of the band and color guard who help the band by assisting the directors and students as needed. This group works hard to raise the needed funds to ensure the band program is able to obtain the equipment and supplies it needs. This is crucial in trying to maintain and continue to develop the quality of the program. It is important to know that the band program receives very little school funding. It is the responsibility of each band and color guard parent to help and assist the band booster organization in any way possible.

### **BAND BOOSTER MEMBERSHIP**

Membership in the Cosby Band Boosters is based on three levels of membership. "Quarter Notes" are \$25.00 to \$49.99 per family. "Half Notes" are \$50.00 to \$99.99. "Whole Notes" are \$100.00 and above. Special recognition is given for each level of membership, including complimentary concert tickets to band events. Families who do not have a student in the band (i.e. grand parents, neighbors, etc.) are encouraged to join as well. Please be aware that only dues paying members will be allowed to vote at meetings.

### **BOOSTER MEETINGS**

General membership meetings are normally held in the band room at 7:00 on the second Tuesday of each month. Check the band website should a calendar change occur. All Titan Band parents are encouraged to attend.

### **TITAN MARCHING BAND FEE**

The band fee is required from each Titan Marching Band and Color Guard member to help offset the many costs of the marching band season including busses, our specially arranged music, drill, props, contest entry fees and many other items. Please be advised that this fee covers some but not all of the expenses incurred for the 2007 fall season. The band fee for this year is \$165.00. Most members

have paid a \$80.00 deposit toward this amount prior to the end of the previous school year. **ALL MEMBERS NEED TO HAVE THIS FEE PAID OFF AT THE BEGINNING OF BAND CAMP!!** These monies are needed by the band to take care of many expenses that directly affect your child. The director needs to be notified should a problem regarding this fee occur so appropriate arrangements can be made. Please understand that no student will receive end of year awards or be allowed to go on the spring trip when scheduled if they owe any fees to the band.

## CHECKS

Any time you write a check to the Titan Band, please make the check payable to the Cosby Titan Band Boosters. Whenever possible, please make payment by check or money order instead of cash. Please indicate on the check what it is for and list the student's first and last name on the memo part of the check, especially if the student's last name is different than the parents. For those parents with multiple students in the band, one check may be written for the family. Annotate all children's names on the check.

There is a \$35 charge or whatever is the current charge from our bank on each check that is returned by the bank for insufficient funds to reimburse the boosters for bank charges and expenses.

## FUNDRAISERS

The Band Boosters sponsors fundraisers which are necessary to cover the expenses associated with the band program. Item Sales, car washes, Tag Day, and other projects can be some of the things we do to raise money. Participation in fundraisers by all Titan Band members is an expected part of the privilege of being in this band and color guard.

## **THINGS PARENTS CAN DO TO GET INVOLVED!!!!**

(And have lots of fun while at it!!)

All of the following committees are looking for people to help. Each has a chairperson selected by the Cosby Band Booster Executive Board. All parents are encouraged to sign-up for membership on one or more of these committees. The first opportunity to do so will be at the "Parent Preview" concert and covered dish dinner at the conclusion of band camp.

## PIT CREW

The Cosby Titan Band pit crew is a group of parents that assists the Marching Band and Color Guard during marching season. Pit crew members sign up (usually at parent-preview night) to work various football games helping to move band equipment (tubas, drums, directors' podiums, etc.) and help the color guard with their equipment. This group will also oversee the minor care and repairs of the band instruments and large equipment. This group is perfect for the "handymen" in our organization!!

Pit crew transports equipment by truck or van to home games, away games and special band events

such as competitions and county band night.

## CHAPERONES

Trip chaperones are an integral part of each marching band performance. Chaperones perform a multitude of tasks, from assisting band members preparing for performance, to riding band busses to away events, to guarding instruments during half time and 3<sup>rd</sup> quarter, to being a “mom” or “dad” when needed. Chaperones provide a needed service to the band and are considered a valuable asset to our program.

## CONCERT PROGRAMS

This committee solicits sponsors who purchase advertisements in the program given out at all concerts. The program also contains information about the band and is of great interest to those attending the concerts.

## UNIFORM COMMITTEE

This committee is in charge of the Band and Color Guard uniforms, the issuing and fitting of students, assisting with the alterations as needed, general care of the uniforms, and assisting the students with any uniform problems.

## MEMBERSHIP

This committee will oversee and devise ways to enhance the Band Booster Membership. They will carry out the signing up of all members each year and provide the Executive Board an updated membership list. They collect and deposit with the treasurer the dues paid by all booster members. They assist the treasurer with the issuance of the designated complimentary concert tickets to booster members.

Please join one or several of these committees and be an active part of this activity with your child.

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PLEASE RETURN BY MONDAY AUGUST 17, 2009

We have read the 2009-10 Cosby Titan Band Manual and understand the responsibilities of each member as described. Band members MUST have this form signed and on file in order to be able to perform with this years band!!

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**Student's Name (Print)**

**Student's Signature**

**Parent's Signature**

**The Legend Continues!!**