

# Mary G. Montgomery High School Band Handbook



**2020 – 2021**



## **MGM Viking Band**

Mary G. Montgomery High School  
4275 Snow Rd N  
Semmes, Alabama 36575  
251-221-3167

**Jason Warren**  
Director of Bands

**Tyler Herrington**  
Visual Ensemble Sponsor

MGM Viking Band  
Mary G. Montgomery High School  
4275 Snow Rd N  
Semmes, Alabama 36575  
251-221-3167

Dear Parents and Students,

The purpose of this handbook is to provide a convenient reference for students, parents, administrators, and directors that have questions concerning any aspect of the band program at MGM. We have made an honest effort to include and explain every possible facet of the program, however it is impossible to account for every possible scenario that may occur.

It is our hope that as responsible students and interested parents, you will read this handbook very carefully so that you will better understand the entire program. Students, you will be responsible for knowing and abiding by all rules and regulations set forth in this book.

Finally, we welcome each of you to the Mary G. Montgomery High School Band. This will be a great year that you will never forget. We want to challenge you to develop and possess a cooperative attitude in everything you do and always put forth your best effort at all rehearsals and performances. We want band to be an experience in which you gain a working knowledge of true team effort, a taste of life and its blessings and difficulties, a generous knowledge of music and choreography, and an untold number of enjoyable events you will always cherish. You will have plenty of memories this year, we guarantee! We need to continue this fine tradition and strive to be positive role models and leaders that will continue the ongoing success of this band program. Thanks for being a part of something special . . . The Mary G Montgomery High School Band!

Excellence Through Perseverance and Determination

Musically,

Jason Warren and Tyler Herrington

# **MGM Band Philosophy**

All students have the ability to express themselves musically. What this program attempts to do is provide an outlet for the student to reach their full potential musically. To obtain this goal the school system has made available several classes to serve the students in this capacity. Band is a place where students can grow, succeed, and feel accepted each and every day. The goal of the MGM Band Program is to allow the students such opportunities.

1. Provide each student with a comprehensive music education by teaching the skills and attitudes necessary to succeed as a young musician and as a young adult.
2. Benefit the school and community through public performance of quality music while promoting and enhancing the dignity and reputation of Mary G. Montgomery High School.
3. Foster the development of essential character qualities including a strong work ethic, a commitment to excellence, personal pride, and a respect for self and others.
4. Provide each student with a worthy use of leisure time, a positive emotional outlet, and a good social experience.
5. Prepare each and every student to be successful in their life goals and aspirations through the experiences gained as members of the Mary G. Montgomery Band Program.

# **MGM Band Purpose**

Many times a misunderstanding of the rules and regulations or a lack of knowledge can cause problems on the part of the student, the parent/guardian, and/or the directors.

This handbook was written under the direction of the Directors and School Administrators for the purpose of acquainting each new and old band member with his/her obligations and responsibilities to the MGM Band. It was written as a *supplement* to the Student Code of Conduct of Mobile County Schools, and at no time does it take precedent over or overrule school policies.

Given the complexity of human behavior, no publication of this nature can completely cover all situations, which affect the learning environment. Thus, the directors will reserve the right and responsibility to address any student behavior which adversely affects the learning environment.

The Mary G. Montgomery High School Band has a long-standing tradition of excellence. We perform at every varsity football game of the season, numerous parades, special events, and ceremonies. Superior ratings, including best in class awards have been consistently earned by this band. The wind ensemble and symphonic band have received superior ratings at district and state assessments for many years. Students regularly participate in solo and ensemble, all-state band, and various honor bands. The band program has also produced numerous musicians who receive countless dollars in college scholarships and who are now music educators and outstanding professional musicians.

Great band programs are built on a foundation of traditions. Traditions become a reality through student pride and involvement. It is the responsibility of every member of the MGM Band to honor, uphold, and build upon the traditions of the band and its various musical ensembles.

## Directors' Expectations

The list that follows is more than a set of “rules” that can be found on the band room wall. They are characteristics that can be found in students in successful band programs everywhere. All MGM Band students are expected to be:

1. **Disciplined** – Understand the need for practice and make time for it on a daily basis.
2. **Punctual** – Always arrive early for meetings, rehearsals, and performances. “If you are on time, you are late!”
3. **Well-Behaved** – Be quiet, attentive, and in control of yourself at all times.
4. **Positive** – Smile and understand that you control your emotions, they *do not* control you!
5. **Persistent** – Understand that becoming a good musician is a process. It takes time. *Consistently* work to improve on a *daily* basis.
6. **Honest** – Admit your limitations and mistakes. Take full responsibility for your actions. Do not lie, cheat, or steal.
7. **Responsible** – Do not wait to be told the obvious. Take initiative and do the things that must be done whether you want to or not. With a family as big as ours, it takes everyone watching out for each other to be successful.
8. **Mature** – Think *before* you act.
9. **Committed** – Realize the impact your individual attitudes, actions, and performances will have on the group. Think of the band first.
10. **Polite** – Communicate with one another, teachers, parents, & administrators with kindness & respect.
11. **Prepared** – Bring *ALL* materials to class *each day*.

# Student Leader Responsibilities

- I. **Band Officers/Council and Duties**
  - i. Council is composed of the band officers and drum majors
  - ii. Meets periodically to discuss projects and/or problems
  - iii. Assists in establishing policy for the band
  - iv. Responsible for maintaining esprit de corps!
- II. **Captains/Section Leaders**
  - i. Must have participated the full year prior
  - ii. Members who have been removed or have quit are not eligible for these positions
  - iii. Student representative of the band
  - iv. Attend band council meetings
  - v. Promote band activities
  - vi. Help maintain focus during rehearsals
  - vii. Acts as a liaison between band and directors
- III. **Band Officers**
  - a. Drum Major
    - i. Takes charge of band in all marching formations
    - ii. Assists director in marching drills
    - iii. Assists in maintaining discipline and spirit
    - iv. Assists the directors in any task necessary for the good of the band
  - b. President
    - i. Schedules band council meetings
    - ii. Helps to conduct/lead all band council meetings
    - iii. Coordinates all student officers
    - iv. Assists the directors in any task necessary for the good of the band
  - c. Vice President
    - i. Acts as support to Presidential role
    - ii. Maintains attendance records
    - iii. Upholds "Motivation"
  - d. Historian
    - i. Compiles and takes photos/videos throughout the season for slideshow
    - ii. Puts together slideshow
  - e. Uniform Captains
    - i. Helps to maintain uniforms
    - ii. Checks uniforms before/after performances
  - f. Loading Captain
    - i. Helps coordinate loading and unloading equipment trailers
  - g. Sound Crew Captain
    - i. Helps coordinate loading, unloading, setting up, and taking down sound equipment
  - h. Transportation Captain
    - i. Helps coordinate bus lists and serves as liaison between director and bus captains.
  - i. Section Leaders/VE Captains
    - i. Maintain section attendance and help with section rehearsal
    - ii. Help schedule and run sectionals
    - iii. Attend band council meetings
    - iv. Promote band activities
    - v. Help maintain focus during rehearsals
    - vi. Acts as a liaison between band and directors

## MGM Band Rules

### **Band Curriculum:**

- I. **Symphonic Band:** Open to all students in the entire school. Membership is by audition and approval by the director. Audition material is issued at the beginning of each school year and will include one of the high school all-state etudes, all twelve major scales, and sight-reading excerpt. Auditions will be held during the semester. Placement in symphonic band will be determined by a point total. This group performs at concerts, attends District and State sanctioned festivals and assessments (when qualified), and participates in Graduation. No additional fees are required for symphonic band, however formal wear **MUST** be purchased and worn at **ALL** performances. See the section titled *Instrumentalists Expenses Explained* for more information on formal attire. If a student has not participated in marching band, that student will be assessed a \$50 band fee to cover music purchases and their portion of transportation costs.
- II. **Wind Ensemble:** Open to all students in band. Membership is by audition and approval by the director. Audition material is issued at the beginning of each school year and will include one of the high school all-state etudes, all twelve major scales, and sight-reading excerpt. Auditions will be held during the semester. Placement in wind ensemble will be determined by a point total. This group performs at concerts, attends District and State sanctioned festivals and assessments (when qualified), and participates in Graduation. No additional fees are required for wind ensemble, however formal wear **MUST** be purchased and worn at **ALL** performances. See the section titled *Instrumentalists Expenses Explained* for more information on formal attire. If a student has not participated in marching band, that student will be assessed a \$50 band fee to cover music purchases and their portion of transportation costs.
- III. **Jazz Ensemble:** Open to students who play Saxophone, Trumpet, Trombone, Guitar, Piano, Bass, Auxiliary Percussion, and Drum Set (any other instrument at band director's discretion). Membership is by audition and approval by the band director. Auditions will be based on the all-state jazz audition music. Placement is determined by a point total. This group performs at concerts, special events, and festivals. There is a \$50 jazz band fee due for every student that participates in Jazz Band that does not participate in marching band. This fee will help to cover music purchases. Jazz Band fees may be raised through fundraisers.
- IV. **Marching Band:** Membership in this ensemble is open to everyone, but final approval is by the band director. All Students must have a recent physical on file that is no more than one year old. This group performs at MGM pep rallies, football games, parades, civic functions, special events, marching contests, and festivals. All students in the Marching Band must be present for any and all performances associated with marching for **the entire year.** Students must also remain the full duration of every football game. Missing or leaving any performance early unexcused may result in indefinite removal from the band (at band director's discretion).
- V. **Auxiliaries:** Color Guard, Dance Team, and Majorettes are also referred to as Visual Ensemble (VE). They are comprised of members that perform on flag, rifle, dance, and baton. They are members with the full privileges and responsibilities as the other band members, including paying band membership fees. The VE is required to be at **ALL** functions of the band.
  - a. Membership is by audition in the Spring and approval by the band directors.
  - b. Full band rehearsal occurs during marching season. Consult the band calendar for more information.
  - c. The Visual Ensemble rehearses during class, as well as possibly one rehearsal a week after school in addition to full band rehearsal on Tuesdays and Thursdays. Other mandatory section rehearsals may be called as needed and will be posted with ample planning time.
  - d. Practices are to be taken seriously with each member giving 110% of their effort all of the time. Good attitudes, honesty, dedication, and positive feedback are essential. Negative attitudes will not be tolerated and will lead to disciplinary action.
  - e. Members are required to dress out for all rehearsals. For in-class rehearsals the visual ensemble must wear dance shoes and appropriate rehearsal attire (no school skirts, shoes, or pants).
  - f. Large jewelry should be taken off for practices.

- g. Cell phones are NOT allowed at rehearsals.
- h. It is the responsibility of the member to learn any missed work due to absence.
- i. **All Visual Ensemble members are required to participate in Mardi Gras parades whether they are involved in second semester band or not.** Failure to do this makes you ineligible for Visual Ensemble the following year(s).
- j. After rehearsal, all VE members are expected to adhere to the duties listed and perform their assigned duties.
- k. VE Members are expected to take part in all fundraisers.
- l. All VE Members must participate in the MGM full band camp to learn choreography for halftime show. See *rehearsal policies* for detailed information.
- m. All VE Members must participate in ALL games and performances
- n. The MGM VE should arrive fully dressed at 5:00pm. Roll will be taken at 5:00pm for home games. Times will vary on away games.
- o. Members should be prepared. Always remember to bring required equipment including pom-poms.
- p. Each member is REQUIRED to stay for the length of the entire game.
- q. Each member is REQUIRED to stay until group dismissal following every activity.
- r. Members must ask permission to use the restroom and must take a buddy.
- s. Members must wear their VE uniform(s) appropriately at ALL times. At NO time may a VE member wear something out of uniform without the director's prior approval. ALL VE must match at all times.
- t. Remain spirited throughout the game. Remember, the crowd is watching you!

## GENERAL POLICIES

- I. **Water & Gatorade**
  - a. We ask that each student in the MGM Band bring a case of water and a 5 gallon powder mix of Gatorade to the first day of band camp. The Gatorade is used daily at band rehearsals and the water is given to students following performances such as ball games, competitions, and parades.
- II. **Physicals**
  - a. ALL students must have a recent physical on file with the MGM Band Program that is no more than one year old in order to participate.
- III. **Standards of Behavior**
  - a. The use and/or possession of tobacco products, alcoholic beverages, drug products, or illegal substances will not be tolerated. Failure to comply with this rule may result in indefinite removal from the band program as well as further action taken by state law enforcement/MCPSS administration.
  - b. The use of profanity WILL NOT be tolerated.
  - c. Proper respect for all teachers, administrators, chaperones, and other band members will be shown at all times.
  - d. Alabama State mandated academic standards must be maintained for participation in band activities.
- IV. **Social Media**
  - a. Anything posted on social media must be held above reproach. Failure to comply to this may result in indefinite removal from the band program as well as further action taken by state law enforcement/MCPSS administration.
  - b. This includes, but is not limited to posts concerning or containing: foul language, drugs, alcohol, illegal substances, pornographic images, negative comments about MCPSS employees/staff, or the MGM Band Program.
  - c. Affiliation within these posts/actions will incriminate you as well as the one posting. This may also result in indefinite removal from the band program as well as further action taken by state law enforcement/MCPSS administration.
- V. **Public Display of Affection**
  - a. At NO POINT during any band function is public display of affection acceptable. This includes, but is not limited to; travel, practices, games, performances, etc.
  - b. Public display of affection consists of, but is not limited to; holding hands, kissing, or sexual contact of any kind.
  - c. For the first PDA offense you will receive a warning. Any offense following will be an immediate write-up (disciplinary action), as well as the possible suspension/removal from the band program. The first PDA offense may be skipped directly to write-up (disciplinary action) and/or suspension/removal from the band program if the PDA in question is deemed egregious.
- VI. **Travel**
  - a. You may bring iPod/mp3 players, but must use headphones. Any lost/stolen/damaged personal items are not the responsibility of the MGM Band Program or MGM High School/MCPSS.
  - b. On charter busses with DVD player, you will be allowed to bring movies. **NO** rated **R** or **PG-13** movies allowed! **ONLY** rated **G** or **PG**.
  - c. Always be courteous to those around you.
  - d. At NO POINT may any couples sit together in the same seat pairing at ANY time.
  - e. At NO POINT may boys and girls sit together in the same seat pairing at ANY time.
  - f. Everyone must remain seated and keep all body parts in the vehicle at ALL times.
  - g. NO disposal of ANY materials out of the vehicle at any time.
  - h. For the first offense you will receive a warning. Any offense following will be an immediate write-up (disciplinary action), as well as the possible suspension/removal from the band program. The first offense may be skipped directly to write-up (disciplinary action) and/or suspension/removal from the band

program if the action(s) in question is deemed egregious.

- i. Parent/guardian will not be allowed to pick you up from any event without written parent consent on the MGM Release form by YOUR legal parent/guardian. You may only be dismissed to YOUR legal parent(s)/guardian(s).

#### VII. **Rehearsal/Performance Attitudes**

- a. Arrive early. ***"If you are on time, you are late!"*** Be mentally alert to your environment. Be prepared in body and mind. All that we ask is that you give 110%. That's all!
- b. Good attitudes, honesty, dedication, and positive feedback are essential. Negative attitudes will not be tolerated and will lead to disciplinary action (suspension, indefinite expulsion, removal from leadership position if applicable, etc.)

#### VIII. **Instruments, Music, Drill Charts**

- a. You are responsible for your instrument, music, and your charts. Keep this equipment in good order during rehearsals and all performances. Students are responsible for purchasing basic supplies for playing and maintenance – valve oil, reeds, mouthpieces, ligatures, drum sticks, etc. This is an individual student and parent responsibility. Students and parents are also responsible for repairs to privately-owned (i.e. personal) instruments.
- b. A school owned instrument that is checked out via “Instrument Rental Form” for your use becomes your responsibility. It must be kept clean and in proper working order. Damage through negligence will result in your own repair bill. As noted above, students are responsible for purchasing basic supplies for playing and maintenance – valve oil, reeds, mouthpieces, ligatures, drum sticks, etc. This is an individual student and parent responsibility.
- c. Each member will receive music for the show as well as musical selections for their own use in the stands. Be sure you have all of your music at all times. Each student must provide their own individual music folder.
- d. See “Equipment Management” for further details.

#### IX. **Music Rooms**

- a. **Band Room:** Band members are to keep the band room clean and neat, keep the chairs and music stands in place, and use the wastebasket for the items to be thrown away. **NO DRINKS, FOOD, or GUM are allowed in the band room (with the exception of water)!!!**
- b. **Practice/Storage Rooms:** To be used for practice or study only. You must receive band director approval before using these areas every day. Keep these storage rooms neat and clean.
- c. **Storage Areas:** To be used for instrument storage only. Music binders are to be placed in binder storage bins. All other items are to be kept in the student's school locker. Instruments must be in cases with cases closed while in the storage areas. **NO PERSONAL INSTRUMENTS IN THE STORAGE AREAS OVER THE SUMMER**, unless they are school owned instruments. Be aware that the district, school, band program, and directors will not be responsible for misplaced or stolen instruments left in the band room overnight or over the weekends.
- d. **Cleanliness:** The areas on the MGM campus that the band will use must be kept clean and free from litter. Your personal trash does NOT go on the ground! If you cannot dispose of your trash properly, do not take it to the rehearsal area.
- e. **ONLY BAND MEMBERS ARE ALLOWED IN THE BAND ROOM(S)!**

#### X. **Respect of Equipment**

- a. Equipment must be respected at ALL times.
- b. Abuse of ANY equipment at any time will not be tolerated.
- c. If equipment is negligently damaged/defaced at any point, the person responsible will be held accountable for any costs covering damages incurred.
- d. If it is not YOUR instrument, equipment or responsibility **DO NOT TOUCH IT!!!**
- e. Personal equipment and instruments: Be aware that the district, school, band program, and directors will not be responsible for misplaced or stolen instruments left in the band room overnight or over the weekends.

**XI. Fundraisers**

- a. Fundraisers are regularly set throughout the season to help defray the cost of band fees, expenses, and trip costs.
- b. All members are expected to participate.

**XII. Band Pictures**

- a. There will be a representative to take individual band pictures and the composite photos in the Fall.
- b. These pictures will be made available for individual purchase.

**XIII. Miscellaneous**

- a. Arrive early and adhere to any itinerary.
- b. The bus will leave on time - with or without you.
- c. The uniform is worn properly at ALL TIMES.
- d. Always have rain gear if necessary when arriving at school.
- e. Members must remain in their stadium seating assignment until dismissal.
- f. Breaks for restroom are permitted under the following conditions:
  - i. Chaperone and band directors are notified
  - ii. Only two per section at any given time
  - iii. Members must ask permission to use the restroom and must take a buddy.
- g. Members never travel alone.
- h. Water will be given out during the games.
- i. Horseplay will not be tolerated at any time.
- j. Student leadership is responsible for setting the example and ensuring the band's proper behavior and conduct during all public appearances. The MGM band serves as the school's good-will ambassador and an excellent reputation must be preserved and promoted at all times.
- k. Always hold yourself above reproach. This means: don't do anything that you wouldn't want to be announced in church or something you wouldn't want getting back to your parents, the band director, band staff, or the administration.
- l. Each member is REQUIRED to stay until group dismissal following every activity.

**XIV. Uniforms and Formal Wear**

Each student is accountable for the care and appearance of the uniform assigned to them for the year. The students must be responsible being careful not to spill food or drinks on the uniform. Students also MAY NOT sit down on the ground in uniform. The students should always conduct themselves with the highest respect, have pride in being a representative of Mary G. Montgomery High School, and remember that they are an ambassador of the community of Semmes, Alabama. Shoes are to be polished or cleaned before each performance and always worn with tall black dress socks.

**a. Responsibility**

- i. Students/Parents/Guardians are responsible for payment of lost or damaged uniform parts from which they are assigned.
- ii. We will replace lost parts only when they are paid for. A cost list will be provided.
- iii. Special care must be taken with these uniforms. If we see a student abusing a uniform in any manner, the uniform will be collected and may not be reissued.
- iv. After each performance the student is responsible for hanging their own uniform correctly on their hangar, and making sure that it is returned to the proper location in the uniform storage facility.
- v. ONLY Shakos may be stored in the shako boxes. NO GLOVES!!!
- vi. Shakos must be stored in their correct shako boxes after every performance and placed in the uniform storage facility.

**b. Wearing the Uniform**

- i. Students will wear the complete uniform together at ALL times. No single person or section will wear the uniform differently at ANY time. If we are finished performing and permission has been

- granted to change, then change completely out of the uniform (i.e. if weather conditions change).
- ii. No additional clothing will be permitted while wearing the uniform unless approved by the band directors prior.
- iii. Shaksos will be worn until permission is granted to remove them.
- iv. Shoes will be cleaned for each event.
- v. Be ready BEFORE call time (that includes hair up, uniform, instruments)
- vi. Instrumentalists' facial make-up must be kept to a minimum. Only small silver or gold post earring should be worn. Long hair will be worn under hat. NO spray in hair colors!
- vii. The certified shirts MUST be worn under the uniform at all times. Students must also wear appropriate undergarments and shorts/pants under the uniform at all times.

**c. Equipment Management**

- i. Students are responsible for maintaining and treating all MGM equipment with respect at all times. This goes for all rented instruments, auxiliary/VE equipment, props, etc.
- ii. If a student is seen or found damaging equipment negligently they will be held fully responsible for the replacement cost of said equipment.
- iii. Damaging equipment can also lead to further disciplinary actions, probation, and indefinite removal from the organization as deemed necessary by the band directors and administration.

**XV. Mary G. Montgomery High School/MCPSS Handbooks**

- i. This handbook is built to coincide with both the MGM High School and MCPSS handbooks. See these handbooks for additional information regarding MGM/MCPSS rules and regulations. These rules and regulations also directly apply to this handbook.
- ii. Breaking any rules within any of these handbooks at any time will result in disciplinary action taken by the band directors and the MGM Administration.

**XVI. Disciplinary Action and Consequences**

- a. Offense 1 – The student will be given a verbal warning to control their behavior.
- b. Offense 2 – The student will meet with me after class/rehearsal. Student's parent(s)/guardian(s) will be called and informed of the situation.
- c. Offense 3 – The student will be spoken to, a referral will be sent to the administrator, and parent(s)/guardian(s) will be notified. Possible suspension or indefinite loss of performance position at band director's discretion.
- d. Depending on the severity of the discipline issue any of these steps may be skipped at the band director's discretion, which in turn may lead to immediate indefinite removal from the program.

## REHEARSAL POLICIES

- I. **Rehearsal Schedules**
  - a. **Fall:** Tuesdays and Thursdays from 3:00PM-5:00PM every week. If there is a change in rehearsal scheduling the band directors will let you know via the online band calendar, “Remind”, and/or email. Rehearsal schedule will lighten up nearing the end of the football season.
  - b. **Spring:** There will be scheduled after school practices for Music Performance Assessment, Spring Concert, Mardi Gras, Trips, etc. Rehearsals will be scheduled with ample time to plan.
- II. **Sitting Out** - Students may not sit out during rehearsal unless doctor approved or under extreme circumstances (approved by band directors). If a student is experiencing dehydration or other extreme health issues, these must be immediately addressed with the band directors. If sitting out becomes a persistent issue, medical personnel will need to be notified.
- III. **Summer** - These pre-scheduled rehearsals are required unless the band directors are notified well in advance that the student will be unable to attend. Any other unique situations must be discussed with the band director.
- IV. **Band Camp** - This period is the most important time of the season. Attendance is MANDATORY to march in the Fall. We need this time to prepare for our first performance and the remainder of the season. The ONLY activity that is excusable during band camp is Drum Corps International. The time missed for DCI must be made up on the student’s own time.
  - a. We ask that each student in the MGM Band bring a case of water and a 5 gallon powder mix of Gatorade to the first day of band camp. The Gatorade is used daily at band rehearsals and the water is given to students following performances such as ball games, competitions, and parades.
  - b. Wear sunscreen!
  - c. Bring bug spray!
  - d. Need a bottle/cooler for water/gatorade!
  - e. Get to know your section leader(s).
  - f. Ask questions if you don’t understand something.
  - g. Have all required materials (instrument/equipment, music folder, drill, etc.)
  - h. Dress appropriately:
    - i. Everyone must have a shirt on at ALL times.
    - ii. Closed toed shoes are required.
    - iii. Shorts must meet dress code.
    - iv. Students should wear sunglasses/hats (not required).
  - i. If a student misses any portion of band camp they run the risk of becoming an alternate performer. The student will then be required to ghost their replacement until pass-offs to determine who will march that particular performance position.
- V. **After School** - All rehearsals are mandatory!! Should a student be involved in another school activity that conflicts with rehearsal time, an arrangement between the band directors and the student will be agreed upon. Changes in the schedule may occur. If an after school practice is missed the student will be ineligible to perform during the field show at the following week’s performance(s). Attendance at the performance activity is still MANDATORY.
  - a. Dress appropriately:
    - i. Everyone must have a shirt on at ALL times.
    - ii. Closed toed shoes are required.
    - iii. Shorts must meet dress code.
    - iv. Students should wear sunglasses/hats (not required).
- VI. **Quitting/Removal** - If a student quits or is removed at any time from the band activity it may result in the inability to participate in the band’s future ensembles/activities. The inability to participate strictly falls under the discretion of the band directors.

VII. **Excused Absences**

- a. Illness that causes an absence from school with DOCTOR'S excuse.
- b. Any note from the DOCTOR explaining an absence.
- c. Death in the family (this will require a note or call from a parent).
- d. Any other excuse must be discussed with the band directors IN ADVANCE.
- e. Excuses must be given to the band directors prior to the event unless it is that of an emergency.
- f. Emergency excuses must be turned in within the next day that the student is in school attendance.

VIII. **Tardies**

- a. It is important to always be on time for all practices, performances, parades, etc. If you have an unexcused tardy you will have to run three laps around the band practice field. After three tardies a conference will be called between you, your parents, administration, and the band directors. During this meeting disciplinary actions will be determined. These disciplinary actions could include but are not limited to: probation, sitting out a performance, indefinite removal from the ensemble/line if tardies continue, etc.

IX. **Unexcused Absences**

- a. Two unexcused tardies equal one unexcused absence.
- b. One unexcused absence results in a loss of performance spot that week and grade deduction.
- c. The second results in the indefinite loss of a performance spot and further grade deduction.
- d. Consecutive absences (excused or not) will result in the temporary/permanent loss of your performance position.
- e. Any absence not notified to the director in advance will be considered unexcused unless it falls under the emergency portion of our excused absences section. (falls under the discretion of the band directors)

X. **Guidelines for all rehearsals**

- a. Plan to arrive at least 10 minutes early with ALL required materials (binder, pencil, music, instrument, attire, equipment). *"If you are on time, you are late!"*
- b. Absolutely under NO circumstance can a student ride in another student's vehicle unless they are in a seat with a seatbelt on, per Alabama State Law. NO students may ride in any other locations (truck beds, etc.)
- c. Listen for leader's commands at all times.
- d. Always be prepared to march. Must have appropriate shoes! (NO SANDALS/FLIP FLOPS/ETC.)
- e. Every student must be appropriately dressed during rehearsal. Shirts and proper footwear must be on at all times.
- f. **NO GUM AT ANY TIME!!!**
- g. **NO CELL PHONES** OUT DURING REHEARSAL, PERIOD MR. WARREN /MR.HERRINGTON WILL TAKE THEM UP AND RETURN THEM TO THE STUDENT'S PARENTS/GUARDIANS.
- h. Leaving practice early is the same as a tardy and will be counted that way.
- i. Students with after-school jobs/internships. Although we cannot excuse a student from a rehearsal for work; we will assist them by notifying everyone at the beginning of the semester with all known regular rehearsal times. That way a work schedule can be arranged around all of the band events. Please discuss your schedule with your employer so that we can help you maintain your position in band as well as your job/internship.

XI. **Pass-Offs**

- a. All students are required to pass-off their music, drill, routines, and work prior to performance. The band staff and section leaders/captains will hold these pass-offs collectively. If the band directors deems that a performer (student) is not performing to the level of their pass-off and ability at any time, they reserve the right to pull them from the following performance(s) until passed off proficiently.

## PERFORMANCES

- I. ALL performances carry a mandatory attendance policy. **If you miss a performance (unexcused), your grade will be dropped and you may be removed indefinitely from your performance position.**
- II. During the games the MGM Viking Band sits/stands together at all times. Stay in your assigned area at all times. Keep one eye on the director and drum major(s) so you will be playing the right song at the right time. **Other people (non-band) DO NOT sit with the band nor stand in the aisles by the band.** Every time you play a note it must produce a quality sound. Keep yourself and your instrument under control at ALL TIMES.
- III. If you have a personal conflict of importance on a performance date, first notify the directors in writing AT LEAST two weeks in advance. This will give an alternate (if any are available) ample time to learn your responsibilities or give directors time to make other arrangements. If the directors consider your request valid, it will be honored if possible without loss of grade or position. In making your request, give the directors enough information to make a correct and fair judgment.
- IV. In the event that a member belongs to another performing organization that should be appearing at the same time as the band, the MGM band will take precedence. This is the standard procedure and is accepted as such by all community bands, drum and bugle corps, etc.
- V. Students with after-school jobs/internships. Although we cannot excuse a student from a performance for work; we will assist them by notifying everyone at the beginning of the semester with all known performance times. That way a work schedule can be arranged around all of the band events. Please discuss your schedule with your employer so that we can help you maintain your position in band as well as your job/internship.
- VI. **Guidelines for Absence:** See the attendance policy. When in doubt...ASK IN ADVANCE. In case of sudden illnesses a telephone call and/or email is required. In all cases of absence from a public appearance a written statement from the parent/guardian/doctor is necessary.

### Time to Arrive at Football Games

#### Home Games

Students will leave the school and grab dinner on their own. Students are to return to the school no later than 5PM. Instrumentalists are to retrieve and dress out in full uniform immediately upon arrival. VE must be in full uniform with hair/makeup done by this time. Both instrumentalists and VE must check in with their Uniform Captains no later than 5:40PM.

#### Away Games

Students are required to ride the bus to and from the away games. Parents may only take THEIR children home from the event if signed release form is given to the band directors. Students need to be in the band room by one hour prior to departure (this will be given out beforehand).

**Note: Marching band members ARE NOT required to pay to get into games. Parents, however, ARE required to pay to get into the games. *If you are working the concession stand for a home game, we will have your name on a checklist for free admission to that game.***

#### Concessions

The MGM Band Parents will sell concessions during the home football games. We need every parent available to help out! Without our parent/community support we could not do the things that we do. Proceeds will go to defray operational costs and to support our students. Parents and guardians must work the concession stand in order to be eligible to participate in the Spring Mardi Gras Parades. Parents must also purchase and wear their "Band Chaperone Shirt." An assignment list will be created by Lisa Miller. Please contact Mrs. Miller at (251) 895-3918 to sign-up. Concession duties may include taking/delivering orders at window, food preparation, selling raffle tickets or other products to spectators, etc. ***If you are working the concession stand for a home game, we will have your name on a checklist and you will get into the game for free.***

## **FEES**

### **1st Semester (Fall):**

- I. **Varied – Visual Ensemble (Subject to change based off of shipping and costume pricing):**
  - a. Dance Team - \$1,331
  - b. Majorette - \$891
  - c. Color Guard - \$745
  
- II. **\$350 - Veteran Band Members:**
  - a. School Fee - \$50
  - b. Band Camp Fee - \$100
  - c. Uniform Rental Fee - \$50
  - d. Transportation Fee - \$100
  - e. Band Shirt - \$25
  - f. Music Fees - \$25
  
- III. **\$375 - Freshman Band Members:**
  - a. School Fee - \$50
  - b. Band Camp Fee - \$100
  - c. Uniform Rental Fee - \$50
  - d. Transportation Fee - \$100
  - e. Band Shirt - \$25
  - f. Music Fees - \$25
  - g. **\*\*Dinkle Shoes\*\*** - \$25
  
- IV. **Band Shoes(Dinkles)/Gloves:** Refer to *Instrumentalists Expenses Explained*.
  
- V. **School Owned Instrument Rental Fee:** Refer to *Instrumentalists Expenses Explained*.

### **2nd Semester (Spring):**

- I. **Formal Wear:** Refer to *Instrumentalists Expenses Explained*.
- II. **Second Semester Instrumentalist Band Fee:** Students that did NOT participate in the Marching Band will be required to pay a \$50 second semester band fee.

## Instrumentalists Expenses Explained

Often there are expenses that must be paid on the part of the student that are nearly impossible for the band to budget based off of band fees collected alone. This is an abridged list that will give both the parent/guardian and the student an idea of the types of expenses that will be incurred throughout the course of the year.

### These numbers are estimates ONLY!

- I. **All State Audition Fee:** \$10 - All State auditions are required for principal players and ALL instrumental leadership, but are open to all students.
- II. **Solo and Ensemble Fee:** \$5 per event - Students wishing to participate in solo and ensemble must pay \$5 per event to participate. Each student can participate in up to four events. In addition, if the student scores a superior rating on his or her event, he or she becomes eligible for a medal provided by the MGM Band Program.
- III. **Loss/Replacement Fees:** Students misplacing provided materials such as, but not limited to, books of drill, instrumentalist audition packets, coordinate sheets, and music will be responsible for paying for a replacement copy of the lost item. Costs for these items vary and are proportionate to the cost of copy paper and supplies.
- IV. **Band Trips:** The MGM Band plans to travel and participate in various musical performance outlets every 1-2 years. The costs for these trips are NOT covered in the band fees collected for that year and will be made available upon reveal of the trip.
- V. **Food:** Food before/after rehearsals and/or performances will not, with few exceptions, be provided to students. If your student plans to eat at any of these times, please be sure to provide money for them to purchase something to eat.
- VI. **Dinkle Marching Shoes/Gloves:** \$25 Shoes/\$5 Gloves - Dinkle is the official shoe of the MGM Band and are purchased by them on behalf of the student. All incoming freshman will be responsible for purchasing their band performance shoes from us. The students will be sized at Rookie Camp/Band Camp and the cost is \$25 per pair. The Dinkle shoes are not included in the "Veteran Band Member" fees portion because not everyone needs new shoes, however let the band directors know and we can order veteran members a new pair as well. The first pair of the black band gloves are included in the band membership fees. Replacement gloves will be available for \$5 a pair.
- VII. **Formal Wear:** \$100 - During the Spring semester the wind ensemble and symphonic band perform in formal attire. For gentlemen, we wear a full tuxedo with cummerbund and bow tie. For ladies, we wear a long black dress with black shoes (flats), pearl necklace, and pearl earrings. Ladies may use formal attire previously purchased through the MGM Band to wear as well. The cost for formal attire if everything is needed is approximately \$100. Separate items are available for order upon request if needed. If students still have formal attire from their middle school, it may be used at MGM upon approval of the directors.
- VIII. **School-Owned Instrument Rental Fee:** \$25 - Students wishing to (and who are eligible to) play school-owned instruments must pay a \$25 rental fee before acquiring/using the instrument. This one-time fee covers the expense of making sure the instrument is in solid working condition. Instruments that fall into this category include, but are not limited to, all drumline instruments, sousaphones, baritones, tenor saxophones, trombones, mellophones, piccolos, oboes, bass clarinets, contra clarinets, and French horns. Mouthpieces, reeds, and/or sticks are to be provided by the student. This \$25 rental fee is charged to each instrument, not each student. In turn, if a student plays two different school-owned instruments, the student will be responsible for paying \$50 for the rental of both instruments. We apologize for this inconvenience, but the cost of instrument repair has risen and the band can no longer support the cost of these repairs alone. Annual maintenance on the smallest of these instruments will cost the band between \$40-\$50, so we are asking that students playing these instruments contribute this \$25 fee to assist in the cost of these repairs. Repairs for any damage inflicted upon these instruments by the student is not covered in this rental fee. In the event that damage may occur, the directors will determine the party (or parties) at fault, seek a repair estimate, and bill the party (or parties) for the repairs.

# Instrumental Checkout

Name \_\_\_\_\_

Which class will this instrument be used for? (Circle all that apply)

Marching Band    Concert Band    Jazz Band    Other

If you circled other, specify \_\_\_\_\_

Type of Instrument \_\_\_\_\_

Brand \_\_\_\_\_

Instrument Serial # \_\_\_\_\_

Condition at the time of check out? (Circle best option that fits instrument)

Excellent            Very Good            Good            Poor            Unplayable

Accessories (neck strap, mouthpiece, mutes, etc.) \_\_\_\_\_

\_\_\_\_\_

Comments \_\_\_\_\_

\_\_\_\_\_

*By signing this document, I acknowledge that my student will assume full responsibility for this instrument throughout the 2019-2020 school year. I also understand that the annual rental fee for this instrument is \$25. If the instrument listed above is damaged, lost, or stolen, my student and/or I will be held responsible for any repairs or replacement if necessary.*

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

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

Home/Cell Phone # \_\_\_\_\_

# Mary G. Montgomery High School

## FIELD TRIP PERMISSION & MEDICAL RELEASE FORM 2019-2020

This form must be completely filled out, signed by the parent /guardian and given to the teacher in charge of the field trip. **NO STUDENT WILL BE ALLOWED TO PARTICIPATE WITHOUT A COMPLETED FORM.** Guardians must have legal documentation of custody on file in the student records to be valid.

Student's Name \_\_\_\_\_ Grade \_\_\_\_\_

Teacher: Mr. Warren

Title of Trip: Away Band Trips

Date of Trip: TBA

### PERMISSION TO PARTICIPATE

As parent or legal guardian of the above named student, I hereby grant permission for their participation in the field trip planned for the date and destination indicated. I further release the Mobile County Public School System, Mary G. Montgomery High School, and any member or agent thereof from any claim of liability incurred while on this trip.

Signature of Parent/Legal Guardian: \_\_\_\_\_

Date: \_\_\_\_\_

### MEDICAL RELEASE

As parent or legal guardian of the above named student, I do hereby authorize the teacher/sponsor/or person acting as chaperone to acquire emergency medical treatment if needed for my child while participating in this school sponsored event. I further grant permission to any qualified medical personnel or medical facility to render such medical treatment as is judged to be reasonable and necessary in the event of injury or illness. I further agree to be responsible for the payment of any charges incurred in the treatment of the person named on this form. In signing this form I am indicating that I understand this agreement and that permission is fully authorized for treatment of my child.

Medications my child is allergic to and should not take: \_\_\_\_\_

My child has a medical condition that may need attention of this trip: ( ) NO ( ) YES

If YES, please specify: \_\_\_\_\_

My MEDICAL INSURANCE COMPANY is: \_\_\_\_\_ ( ) NONE  
POLICY NUMBER: \_\_\_\_\_

#### PHONE NUMBERS:

Home: \_\_\_\_\_ Cell: \_\_\_\_\_

Work: \_\_\_\_\_ Cell 2: \_\_\_\_\_

Signature of Parent/Legal Guardian: \_\_\_\_\_

Date: \_\_\_\_\_

**MGM VIKING BAND STUDENT/PARENT INFORMATION FORM  
2019 - 2020**

Student's Name \_\_\_\_\_

Instrument/Position \_\_\_\_\_

Date of Birth \_\_\_\_\_ Grade (Going Into Fall 2019) \_\_\_\_\_

Street Address/PO Box \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Student's Email Address \_\_\_\_\_

Student Phone Number \_\_\_\_\_

**PARENT/GUARDIAN INFORMATION:**

Parent/Guardian Name(s) \_\_\_\_\_

Phone Numbers: Home \_\_\_\_\_

Work \_\_\_\_\_

Cell \_\_\_\_\_

Cell \_\_\_\_\_

Email Address \_\_\_\_\_

**EMERGENCY CONTACT INFORMATION:**

Name \_\_\_\_\_

Phone number(s) \_\_\_\_\_

Parent/Guardian signature \_\_\_\_\_ Date \_\_\_\_\_

# Contract

With

Mary G. Montgomery High School Band Program  
2019-2020

**SIGN AND TURN IN TO THE BAND DIRECTOR NO LATER THAN BAND CAMP.**

I \_\_\_\_\_, have read, do fully understand, and agree to abide by every policy that has been set forth in this handbook, the MGM Code of Conduct, the MGM Student Handbook, and the MCPSS Rules and Regulations. I understand that breaking any of the rules therein may lead to my indefinite removal from the band program at any time. I also promise to do my best to use my talents to improve my band program each and every day.

\_\_\_\_\_  
Student's signature

## Parent's Contract

I \_\_\_\_\_, have read, do fully understand, and agree to abide by every policy that has been set forth in this handbook, the MGM Code of Conduct, the MGM Student Handbook, and the MCPSS Rules and Regulations. I also understand that I must pay all band fees in order for my child to participate in the MGM Band Program. In the event that my child decides to leave the program before the end of the season, I forfeit all of my band fee payments. I also understand that I am still responsible for paying the 2019-2020 band fees in full (at band director's discretion).

\_\_\_\_\_  
Parent's signature