



BAND
HANDBOOK

General Information

The University High School Band Program is a comprehensive musical arts program that trains students in musicianship, leadership, and responsibility. The following ensembles are available to students:

Marching Band

The marching band is comprised of all students in the wind ensemble, symphonic band, percussion ensembles, and color guard. It is a policy of Orange County Public Schools that all students enrolled in any high school band course participate in marching band. Students must maintain a GPA of at least 2.0 in all classes to participate.

Membership in the marching band is required for all University Band students. Exemptions for medical or religious reasons may be considered on a case-by-case basis.

Wind Ensemble, Symphonic Band, Concert Band

All brass and woodwind must be enrolled in one of these concert ensembles during the school day. Membership in the wind ensemble or symphonic band is by audition only. Students with academic conflicts (IB, Dual Enrollment, etc.) should work with a band director to make sure they can be enrolled in the appropriate class.

Big Band and Jazz Ensemble

University High School offers two levels of jazz study. Membership in the Big Band is by audition only; Jazz Ensemble is open to all students interested in learning, regardless of experience. To participate in a jazz band, each student should also be enrolled in a concert band class.

Percussion Ensemble

All percussionists must be enrolled in a percussion ensemble class. There are three levels of percussion ensemble, determined by audition. In addition to studying specific percussion techniques, students in this class also perform with the concert ensembles.

Blue Steel

“Blue Steel” is our steel drum ensemble. This class is open to every music student already enrolled in a concert band, percussion, or chorus class.

Color Guard and Winter Guard

The color guard is a unique program incorporating music, dance, and special equipment. The color guard performs with the marching band in the fall and competes separately in the spring. Guard students should be enrolled in the “Eurhythmics” class during the school day.

IB Music

A special class is offered for members of our band who are enrolled in the International Baccalaureate (IB) magnet program. This class is an IB Group 6 Higher Level course, taken junior and senior year. Students in the IB program should sign up for this class as sophomores, and take their Group 4 class at the Standard Level.

Performing Arts Magnet Program

The University High School Performing Arts Magnet allows students to take an in depth study of music history and theory while participating more actively in the various ensembles offered at University. Application to the magnet is open to freshmen and sophomores.

Auditions

There is no audition for general membership in the University Band. Any student enrolled at University High School may register for and participate in a band class, as long as a commitment is made to all co-curricular requirements.

Auditions are required for our advanced ensembles:

- Wind Ensemble
- Symphonic Band
- Big Band
- Advanced Percussion
- Intermediate Percussion
- Performing Arts Magnet Program

Audition requirements and études are posted at www.UHSband.com.

Individual Member Responsibilities

Class Responsibilities

All students must be enrolled in a concert band, percussion, or color guard class. Band courses in Orange County are “co-curricular,” not extracurricular. After school events, including rehearsals and performances, are considered part of the class and will be reflected in the class grade.

Attendance Policy

The Florida Department of Education statewide course description for band classes includes the following statement: *“This course generally requires students to participate in extra rehearsals and performances beyond the school day.”* In addition, OCPS course descriptions for high school band I–VI state the following: *“As a co-curricular performance oriented activity, attendance is required for rehearsals and performances beyond regular school hours.”*

As such, all rehearsals and performances are mandatory. Our schedule is announced far enough in advance to avoid most conflicts. Parents, please make every effort to schedule regular appointments around the band’s schedule whenever possible.

If a change of schedule is necessary, the band will usually give at least two weeks’ notice.

Students are responsible for arriving at each rehearsal and performance on time and prepared (properly dressed, instrument and equipment ready, music in hand, etc.) Parents are urged to ensure that their students take this responsibility seriously and build a habit of punctuality and preparedness.



Students are expected to leave campus or be picked up no later than 30 minutes after an event’s scheduled end time. Parents, please pick your child up promptly or make arrangements for him/her to get a ride if you are not able to do so.

Unexcused absences are never acceptable and will be reflected in the student’s grade. Legitimate reasons for absence of course sometimes arise; if this is the case, please contact a band director as soon as possible.

Excusable absences may include but are not limited to:

- Sickness (with an excused absence from school)
- Emergency doctor visit (please schedule regular check-ups around the band schedule)
- Death in the family
- Important family engagement (wedding, etc.) with minimum two weeks’ notice
- Religious holiday
- School related performances/games (arrange these conflicts in advance)

Non-excusable absences may include but are not limited to:

- Homework
- Driving test
- Attending an unapproved concert or sporting event
- Birthday party
- Work (arrange your schedule around the band calendar)
- Family trips with insufficient notice
- Lack of a ride to/from rehearsal (your section leader can help you find a ride)

In addition to the grade related penalty, students with an unexcused absence from a marching band rehearsal will be ineligible to perform that week. We highly value your contribution to the group and need you here consistently. Every member is crucial to the success of the ensemble for each rehearsal and performance.

If you cannot attend a rehearsal, but have an approved reason, it is your responsibility to communicate with Mr. Brown and Mr. Willis and your section leader, via email.

Typical Weekly Schedule

Although there is seldom such a thing as a “typical week,” generally the fall schedule looks like this:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	Percussion Sectionals 2:30 – 5:30 PM Hornline Sectionals 4:00 – 6:00 PM	Full Rehearsal 4:00 – 7:00 PM	Color Guard Sectionals 2:30 – 5:00 PM	Full Rehearsal 4:00 – 7:00 PM	Football Game 4:30 (away) 5:30 (home) Games usually end around 10:30 PM.	Competition

After Thanksgiving Break, once marching band is over, “typical weeks” occur even less often; in general, however, you can expect something like:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	Jazz Ensemble Rehearsal 2:30 – 4:00 PM	Big Band Rehearsal 2:30 – 4:00 PM	Symphonic Band Rehearsal 1:30 – 3:00 PM	Wind Ensemble Rehearsal 2:30 – 4:00 PM		
		Winter Guard Practice 5:00 – 9:00 PM	IB Music (juniors) 1:30 – 4:00 PM	Winter Guard Practice 5:00 – 9:00 PM		

Financial Responsibilities

School Band Funding

The Orange County Public School system provides little financial support for band programs. For a vibrant and successful program, each member must contribute financially. Fundraising events are scheduled throughout the year to help each family offset these costs.

No student will be denied arts education because of financial hardship, as long as steps are being taken to fulfill financial obligations. Families seeking special financial arrangements must contact the band director.

Personal Instruments and Equipment

Students are required to own or rent an acceptably functioning instrument. Students are also required to maintain, at their own expense, this instrument in full working order. With basic care, instruments are designed to last and these expenses should be minimal. Students are also required to obtain accessories such as reeds, valve oil, mutes, mouthpieces, etc.

Reed players (oboes, bassoons, clarinets and saxophones) should have at least one spare reed on their person during rehearsal. All reed players should have four to five good reeds that are rotated from day to day. Reeds will need to be purchased with some regularity.

Percussionists should own a pair of concert snare sticks, xylophone and marimba mallets, and tympani mallets. Additional equipment for specific needs in marching band, percussion ensemble, or concert band will be provided by the University Band program.

Students must also provide, at their own expense, personal accessories for marching band uniforms and concert band formal wear.

School Instruments

Students who use school-owned instruments will be assessed a \$40/semester fee to cover instrument maintenance. This includes percussion, tubas, baritones, mellophones, bass clarinets, and baritone saxophones. The University Band also has a limited supply of tenor saxophones and French horns, although these students are encouraged to acquire their own instrument.

Annual Assessments

Each year, the University Band spends over \$75,000 in operational costs. Each member of the program contributes to help cover summer band camp, qualified instructional staff, uniform maintenance and cleaning, shirts, transportation, music, equipment truck rentals, entry fees, and numerous other expenses.

In summary, the main band assessments are as follows:

Marching Band Assessments

This is for everyone in marching band. It covers uniforms, props, drill, instructional assistants, etc.

- \$75 – deposit, due the last day of Mini-Camp
- \$75 – due the first Friday in August
- \$75 – due the first Friday in September
- \$75 – due the first Friday in October

Spring Assessment

This is for everyone enrolled in a band class in the spring, except members of the winter guard and indoor percussion ensemble. It covers music, clinicians, registration fees, FBA and FMEA assessments, and other spring expenses.

- \$75 – due the first Friday in February

Equipment Maintenance Assessment

This applies to students using school-owned wind instruments and covers acquisition and repairs.

- \$40 – due the third Friday in August
- \$40 – due the third Friday in January

Percussion Assessment

This applies to all percussionists and covers sticks, mallets, heads, and other related items.

- \$50 – due the third Friday in July
- \$50 – due the third Friday in January

Fall Guard Assessment

This applies to color guard members who perform with the marching band. It covers custom uniforms, gloves, shoes, flags and equipment.

- \$150 – due the third Friday in July

Uniform Accessories

This is for members who need marching shoes, gloves, and socks.

- \$50 – due the first Friday in August

Transportation

This is for all members and covers buses, truck rentals, and other transportation needs throughout the year.

- \$35 – due the first Friday in November

Additional Fees

Any additional trip fees will be announced with at least two weeks' notice.

Concert Attire

If your student makes it into the Wind Ensemble or Symphonic Band, he or she will need to acquire a tuxedo or dress for concerts and performances. We use the same attire every year, so it is a one-time purchase for all four years and can be used well beyond high school.

Important: this attire is ordered independently at www.MyBandStuff.com. Please do not pay the band directly.

- \$120 – Tuxedo (includes pants, jacket, shirt, bowtie and cummerbund)
- \$60 – Dress

Miscellaneous Expenses

Throughout the year, there may be various small expenses affecting students on a case-by-case basis. All State and All County Band auditions have a small audition fee (\$5 – 15) for those students who participate. Solo & Ensemble Festival has a registration fee and some students will need to pay for an accompanist. These fees vary from year to year and the directors will pass on that information once it is made public. Students may also purchase accessories (valve oil, reeds, etc.) and extra socks and gloves in the band office for a small fee.

Assessment Summary

This is a chronological summary of the above information. **Not all of this applies to every student.**

Amount	Assessment	Due
\$75	Deposit	Last day of Mini-Camp
\$50	Percussion Assessment	Third Friday in July
\$150	Color Guard Assessment	Third Friday in July
\$75	Marching Assessment 1	First Friday in August
\$50	Uniform Accessories	First Friday in August
\$40	Equipment Maintenance	Third Friday in August
\$75	Marching Assessment 2	First Friday in September
\$75	Marching Assessment 3	First Friday in October
\$35	Transportation	First Friday in November
\$40	Equipment Maintenance	Third Friday in August
\$50	Percussion Assessment	Third Friday in January
\$75	Spring Assessment	First Friday in February

Payments

Payments can be made online via SchoolPay. A direct link is available on the Parents Page of the website. Alternatively, if you would like to make a donation for the same amount to the Foundation for OCPS either online or by check, your band assessments will be waived. We are not able to accept cash.

Band Accounts

Every student has an individual ledger to help you track payments and fundraising progress. This serves as your receipt and is available at www.UHSband.com (more information in the Band Website section.)

Parent Volunteering

Parent volunteering is absolutely essential to the success of our band program.

ADDitions Volunteer Status

All adults who would like to volunteer at University High School must complete Orange County Public Schools' "ADDitions" process. A link to begin is available at www.UHSband.com/Parents.

Quarterly Parent Meetings

Parent Meetings for all parents of children in the band program will take place four times a year. These meetings are mandatory as they allow everyone to stay well informed about their children's activities, as well as keeping everyone abreast of all the opportunities to help out.

These meetings will take place on the following dates:

- Friday, July 31, 2020 | 6 o'clock PM
- Thursday, October 1, 2020 | 7 o'clock PM
- Thursday, January 7, 2021 | 6 o'clock PM
- Thursday, April 1, 2021 | 6 o'clock PM

There may also be meetings for various events throughout the year.

Band Parent Board

The Band Parent Board is a core team of parents who support the band throughout the school year. This requires a sustained (though not overwhelming) commitment of time, and is a great way to ensure the success of our band program. The Parent Board consists of the following positions:

- Chaperone Coordinator
- Concessions Coordinator
- Uniform Coordinator
- Logistics Coordinator
- Guard Coordinator
- Percussion Coordinator
- Treasurer

Parent Board meetings are open. Anyone who is willing and able to volunteer their time and effort to support our band program's endeavors is welcome to attend Parent Board meetings, and to apply for any positions as vacancies arise.

The Band Website

Most questions can be answered with a quick stop at our band's website, www.UHSband.com. Here is a quick overview of some of our website's features.

Home Page

The home page is your first stop for announcements and upcoming events. Check back here regularly (it makes a lovely home page for your browser) for updates. It also contains links to a list of the band's recent accomplishments ("Accolades"), our Student Leadership page, information about our instructional staff, our Alumni page, links to our associated social media sites, and the band's YouTube channel.

Ensembles and Programs

This drop-down menu contains links to web pages for each of our individual classes. Course descriptions, syllabi, audition information, homework, and itineraries are posted here. Students can also print out fingering charts, major scales, and access other resources from these pages.

Parents

The Parents' Page contains information useful to parents of students in our band program. Here, you will find information about fundraising, band assessments, and how to volunteer. You can also sign up for our mailing list if you are not receiving emails.

Members

The Members' Page is for current members of the University Band. This page contains videos, recordings, music, stands tunes, coordinate sheets, drill, and other content exclusively available to current members. You can also view your band account balance here, and there are instructions for making payments online. Members will get access to this page when they sign up for band at Mini-Camp. To access this page, use your OCPS student number as the username. The password is "iloveband" until and unless you change it.

Tradition and Philosophy

"Committing to Greatness Every Day"

The University High School Band is an organization committed to excellence in everything we do. This commitment goes far beyond musical performance. Excellence and integrity are expected from our band members all the time, in class, at school, at home, wherever they are. Members of our band are expected to take responsibility for their own actions and to take initiative to improve themselves as musicians, students, and human persons. As a University Band member, your character is even more important than your musicianship. Always act with the dignity, virtue, and respect that will represent our Band Program in the best possible way.

"You'll Never Walk Alone"

We strive to make our band a safe and positive environment for all our students. Members are expected and encouraged to foster a welcoming and accepting attitude. All band members should consider themselves part of the program's mission to raise up their peers to the highest personal and artistic standards.

Staff Contact Information

Band Website

www.UHSband.com

Band Office Phone

(407) 482 – 8709

Band Director

Jon Brown

director@UHSband.com

Associate Band Director

Jeff Willis

willis@UHSband.com



Member Contract

Student Agreement

I, _____, agree to abide by all the policies laid out in the University High School Band handbook.

Parent Agreement

I, _____, agree to all the policies laid out in the University High School Band handbook. I give my child permission to participate in all the University Band events for the ensemble(s) in which he/she participates throughout the school year (unless an absence is pre-arranged by me), including those that may be added to the calendar at a later date.

Student Signature

____/____/_____
Date

Parent Signature

____/____/_____
Date

Contact E-Mail Address

(____) _____ - _____
Contact Phone