

PEARL CITY HIGH SCHOOL
“CHARGER”
MARCHING BAND



PEARL CITY CHARGER
MARCHING BAND
HANDBOOK
2018 - 2019

Dear Marching Band Students and Parents/Guardians,

Welcome to the Pearl City High School Marching Band! The 2018 - 2019 school year gives us all the opportunity to carry on the outstanding tradition of excellence that is the trademark of the PCHS Band Program. Congratulations on your decision to be a part of one of the finest organizations in the country. The band program provides musical activities that encompass a wide scope and allows everyone a chance to reach their highest possible level of excellence.

To create a successful band program, we must ALL have DISCIPLINE and work together to accomplish the goals we set for ourselves. This includes commitment from the students, parents, staff, and administration. If one part of the chain is weak, the chain will break. Let's all work together to achieve the highest goals possible!

The purpose of this handbook is to give the students an overview of their responsibilities while taking part in the marching band at PCHS. This handbook will provide you with a list of procedures, rules, and policies set forth by the band directors and administration. Each policy and rule contained in this book is essential to the efficient functioning of the band program. Please take heed and read everything! No member will be exempt from any rule or guideline!

We have tried to cover as thoroughly as possible every facet of the marching program. Students and parents must read this handbook carefully and sign and return the agreement forms located in the back of this handbook. These forms along with other necessary information must be turned in as soon as possible. Band members will be expected to understand and abide by all rules and regulations set forth in this handbook. Remember, to have a great band, we must all maintain a strong commitment to excellence!

Let's Go Chargers!!

Chadwick Kamei
Christopher Otsuka
Christopher Lopez

THIS BOOK BELONGS TO:

Name: _____

Section: _____

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Marching Band Staff:

Director of Bands:	Mr. Chadwick Kamei
Associate Director:	Mr. Christopher Otsuka
Associate Director/Percussion Supervisor:	Mr. Christopher Lopez
Percussion Instructors:	Mr. Daniel Wood, Mr. Bryson Chun
Colorguard Instructor:	Jimmy Esquibel

Contact Information:

Address: 2100 Hookiekie Street
Pearl City, Hawai'i 96782

Fax: (808) 453-6521

Website: www.pearlcityband.com

Please check the website for all forms information about events and contact information.

Mr. Chadwick Kamei
(808) 307-5655
chad_kamei@notes.k12.hi.us

Mr. Christopher Otsuka
(808) 307-5654
christopher_otsuka@notes.k12.hi.us

Mr. Christopher Lopez
(808) 307-5656
christopher_lopez@notes.k12.hi.us

Chain of Command:

Principal
Director
Assistant Directors
Chaperones/Parent Volunteers
Staff (Technicians)
Drum Majors
Section Leaders
Librarians/Equipment Managers
Band Members

Course Description:

The Pearl City High School Marching Band is a performance-based ensemble that provides students the opportunity to extend their musical knowledge and ability onto the marching field. The marching band occurs only during the fall semester, and students are required to participate in all rehearsals and performances. Students will receive a 1/2 credit for each year of participation, which will be applied to the physical education requirement or an elective. A rehearsal and performance schedule is included in this handbook. Grades will be posted during the first semester.

Prerequisite for Membership:

Prior to participating in the activities of the Pearl City High School Marching Band, parents/guardians and students must read this handbook and sign the attached contract.

This handbook is a required text for this class. Do not lose it. The materials and policies contained within this handbook apply to all members of the marching band. You are responsible for knowing and understanding these policies.

Using this handbook requires three simple steps:

- Read it.
- Understand it. Ask questions if necessary.
- Sign and return the contract on the last page of the handbook.

Purpose of the Marching Band:

1. To support the school and community through performances at athletic events and other public events such as parades, dedications, and local community functions.
2. To project a positive image for the school and fine arts department at PCHS.
3. To promote healthy relationships with other bands, schools, and musicians.
4. To inspire students in the enjoyment and enthusiasm of music and performing.
5. To perform at the highest possible level at all times and attain the absolute best out of each individual.

The Pearl City High School Band program is dedicated to provide educational opportunities for its students in the performing arts. All educational activities will take place in a professional atmosphere, which promotes social and artistic development of the students, based upon high quality leadership and instruction. In addition, it is our philosophy that “the process is just as important as the product.” This places emphasis on the development and growth of each individual student, not on specific performances.

History:

The "Charger" Marching Band has long been recognized as one of the most impressive in the State of Hawai'i. Composed of 150+ students, this great, time-honored organization is known for its high-energy approach. The combination of tremendous spirit and quality playing creates excitement unmatched in any other arena. The Marching Band performs for all home games. Summer rehearsals and a band camp provides students with an opportunity to meet new classmates and friends while learning and polishing the skills necessary to qualify as a member of the Charger Marching Band.

Expectations:

1. Students will attend each rehearsal and performance. If the student is unable to, they **MUST** fill out and turn in a **Request for Excuse form**.
2. Students will be on time for each rehearsal and performance.
3. Students will have their instrument and proper equipment at each rehearsal.
4. Students will wear appropriate shoes and dress appropriately for all activities.
5. Students will practice their music and marching outside of class.
6. Students will contribute **POSITIVELY** to the group effort.

Rules:

1. All school and DOE rules are in effect at all rehearsals, performances and other marching band functions.
2. Eating or Chewing gum on the field is **NOT PERMITTED**.
3. Cell phones are not allowed on the marching field, and cannot be used during events, unless authorized by the director. Phones may be used after the event has finished, during breaks, or by permission from the director.
4. **NO** food or drink is allowed on the carpeted areas inside the music rooms unless authorized by the directors.
5. A band member must **RESPECT** his/her uniform at all times by keeping it clean and properly stored.
6. Students must stay in uniform while we are in public. Uniforms may be removed once you are in your car, or after we have boarded the bus.
7. Be in your seat (or in position), warmed up, and ready to begin **ON TIME**.
8. Public display of affection **IS NOT** allowed while on "band time." Remember, this is a band function – not a date!
9. **NEVER** disrespect another band or its members. Always **CHEER** for other bands.
10. Show **RESPECT** to all directors, administrators, teachers, staff, and parents at all times.
11. Keep your language **CLEAN!** You never know who might be listening.
12. Remember you are a **CLASS ACT**. Do not do anything that would have to be explained. Always conduct yourselves as ladies and gentlemen.

Behavior Management Plan:

In our band program, we attempt to encourage students to put forth their best efforts and character. As such, this plan is in place if situations arise that conflict with, or prevents the growth and development of the group's success.

Infraction(s)	Consequence
1 st offense	Verbal warning
2 nd offense	One-on-one conference with director and student Parent notification (phone call, email, in person)
3 rd offense	Referral to administrator/possible Parent-Teacher-Administrator conference
4 th offense	Dismissal

*The directors will handle these situations on a case-by-case basis.

Insubordination:

Insubordinate behavior will not be tolerated. Disrespectful acts committed by any member results in an immediate referral to a school administrator for disciplinary action. It will also be highly suggested that the student who is being referred be expelled from the music department immediately after the incident. NO EXCEPTIONS.

Grading Policy:

Rehearsal Attendance: (50% of the total grade)

Excessive absences will result in a lowered grade. You are allowed up to four (4) EXCUSED absences per quarter. See the list in "Attendance Policy/Procedure" for a list of acceptable reasons to miss practice. Parties, work, non-emergency doctors appointment, etc., are not considered excusable absences.

Absence/Tardy Breakdown	
Absence	1 Absence
Tardy/Early Dismissal	2 = 1 Absence

0 - 4 Absences (Per quarter) = Grade of "A"

5 - 7 Absences (Per quarter) = Grade lowered 1 letter grade (B)

8 - 10 Absences (Per quarter) = Grade lowered 2 letter grades (C)

11 - 13 Absences (Per quarter) = Grade lowered 3 letter grades (D)

14 or more Absences (Per quarter) = Failing grade (F)

Please note that while you are ALLOWED to participate in **SPORTS** or other school activities, to be fair to all members, you must keep to the attendance policy.

Daily Participation: (25% of the total grade)

Active participation within the rehearsal time is crucial to the success of any band program. Examples of active participation are:

- Having all supplies needed for a successful & productive rehearsal
- Participating in all drills and exercises
- Demonstrating proper marching technique
- Demonstrating an understanding of directions given by the leadership team

Students will receive an evaluation of their active participation at the end of each rehearsal.

Music and Marching Skills: (25% of the total grade)

Students are expected to have their music and marching prepared at every rehearsal. As stated earlier, the directors/instructors emphasize the development of growth, thus periodic checks (tests) of a student's progress will be done and will figure into the total grade.

Other grading factors:

Performance Attendance:

Performances are an integral part of the marching band, therefore students are strongly advised to attend all performances. **Any missed performance will result in a TWO-letter grade drop from the individuals' grade.** Missed performances will be examined by the directors/instructors on a case-by-case basis. Performances are considered as the set festivals/competitions as well as football games.

In addition to the field show and parades, the marching band also performs as the pep band during football games and other school events, such as pep rallies, homecoming parade and assemblies. These events are also classified as "performances" and are considered mandatory.

Performance Week Rehearsals:

The rehearsals during the week of a performance (Sunday to Saturday) are crucial to the success of the group. Students that are absent from a rehearsal during a performance week will not be allowed to perform for that event.

Illnesses During Practice:

If a student becomes ill during a practice or a performance, the student may rest for 10 minutes. After that, the student needs to decide if they are well enough to continue. If the student does not feel well enough to participate, they must immediately leave campus to go home. The student will be marked as a "leave early", and must follow the attendance procedure of bringing in a note.

Attendance Policy/Procedure:

Band practices and performances **are mandatory**. Any request for an exception must be submitted in writing and approved by the directors **two weeks in advance of the conflicting date**, except in emergencies. Our schedule is usually announced far enough in advance to avoid conflicts. Parents, please make every effort to schedule regular doctor's appointments around the band's schedule whenever possible.

If additions to the schedule are necessary, a minimum of two weeks notice will be given. Due to the unpredictable nature of the class (weather, schedule conflicts, etc.), cancellations of rehearsals or performances may occur at any time, however, we will attempt to give parents and students as much advance notice as possible.

Examples of excusable absences are:

- Sick from school
- Doctor's appt. (Emergencies only)
- Death in the family
- Important family engagement (wedding – with adequate notification time)
- Religious holiday
- Tutorial (with teacher's note)
- Drivers Education (with teacher's note)

Examples of non-excusable absences are:

- Homework (you must learn to manage your time well and everyone has homework too.)
- Birthday
- Work (Talk with your employer EARLY. All rehearsals & performances are set)
- Trips that aren't given two weeks notice (for example, you know you are going to a wedding, and you don't tell us until the day before you leave)
- Didn't have a ride (your section leader can help you find a carpool within the band)

In the case of illness, absence forms are due the day the student returns to school. Absences from performances due to illnesses require a doctor's note on the day the student returns to school.

Physical Education Requirements:

Students who are receiving a Physical Education credit for this class are required to participate in any and all activities that are required by the PE instructor. Information will be given out as soon as we receive it. The PE instructors do this on their own time to help out the band program. We ask that you be patient, flexible and understanding of their expectations.

Due to the intense rigors of marching band, there will also be physical workouts throughout the season. This is to ensure that ALL our members perform at their highest level. Some of these exercises include, but are not limited to:

- Cardiovascular work (stamina building)
- Strength Conditioning (muscle building)

APPENDIX A – UNIFORM GUIDE

“Charger” Marching Band & Color Guard Uniform Guide

Uniform for Field Shows/Parades (Unless otherwise indicated by directors):	
All Members	<ul style="list-style-type: none"> ▪ Black marching shoes ▪ Black socks (must cover at least 4 inches ABOVE the ankle) ▪ Gauntlets ▪ Black gloves ▪ Hat
Winds	<ul style="list-style-type: none"> ▪ White Marching Coat w/ Purple/Black Bolt ▪ Black undershirt ▪ Black bibber pants ▪ Black shorts to wear under the bibber pants (opt)
Battery Line (Perc)	<ul style="list-style-type: none"> ▪ Same uniform as the winds ▪ Percussion Gauntlets ▪ Wristbands ▪ No gloves
Front Ensemble	<ul style="list-style-type: none"> ▪ Same uniform as the winds ▪ Percussion Gauntlets ▪ No gloves ▪ No hat
Color Guard	<ul style="list-style-type: none"> ▪ Assigned Color Guard Uniform for the year ▪ Color guard shoes ▪ Color guard gloves ▪ Approved socks
Drum Major	<ul style="list-style-type: none"> ▪ Assigned Drum Major Uniform ▪ Black marching shoes ▪ Black socks (must cover at least 4 inches ABOVE the ankle) ▪ DM Hat ▪ DM Gloves ▪ DM Whistle
Uniform for Football Games:	
All members	<ul style="list-style-type: none"> ▪ White PCHS “Charger” Band polo shirt (tucked in) ▪ Black pants (no jeans) ▪ Black marching shoes ▪ Black marching socks (must cover at least 4 inches ABOVE the ankle)

On the performance day, the student must have all uniform parts and it *must be clean*. This includes polished black shoes, black socks, and hat.

- **Hair:** Hair that is longer than collar-length must be braided and tucked into collar of marching coat.
- **Jewelry:** No jewelry or watches shall be worn during performances.
- **Face paint:** Face paint is not permitted unless specifically approved by the Director.
- **Accessories:** (hats/headbands) Headbands may be worn under the helmets so long as they are not visible. No hats or caps.
- **Other uniform modifications:** Do not modify your uniform with any pins, stickers or other accessories, unless approved by the director.

APPENDIX B

Attitude:

Students who have a positive mental attitude, regardless of their individual skills, will always have a place in the Pearl City High School Band. Regardless of your ability, if your attitude is not positive and you are not doing your personal best to make the group successful, you should not be a part of this organization. Those who have pride in themselves will usually project a positive mental attitude. Characteristics of a positive mental attitude include a generally cheerful outlook towards rehearsals and performances, cooperation in the preparation and maintenance of equipment and facilities, and an eagerness to do whatever is necessary to be successful. In short, the ideal band member is someone who will always give his or her best for the good of the organization.

Academics:

A student's major purpose at Pearl City High School is to pursue knowledge and a high school diploma. He or she has the responsibility to attend class on a regular basis, complete all classroom assignments, and conduct himself/herself in ways that are consistent with acceptable classroom performance. The band member is required to meet all academic requirements as well as those of the Pearl City High School "Charger" Marching Band.

Conflict Resolution:

Working as a team sometimes means that there will be disagreements and conflicts within that team. This is normal and can be a positive thing for the organization so long as it is handled in a positive manner. There is a right way and a wrong way to handle problems within the band. It is expected that occasionally emotions will get the better of us, but it is equally expected that you make every effort to handle conflict in a civil manner.

Some general guidelines for conflict resolution are as follows:

- Solve problems off the field. Public disputes interrupt the rehearsal and performance process for everyone.
- Use the chain of command when reporting problems. Your Section Leader should be the first person you report to with issues. Reporting a minor conflict to the Director is inappropriate and inefficient.
- Try to remain calm. Yelling only makes problems worse.
- It is often best to walk away from conflicts. Many problems are exacerbated by the normal stress of a rehearsal or performance; once you step away and have a chance to relax, you may realize that it wasn't such a big deal after all.
- Praise publicly – criticize privately.

Future Leaders:

We are always on the lookout for future leaders of the band program. Without student leadership, the band would not be a success! If you are considering being a leader in the future, keep in mind what you do, how you portray yourself (responsibly we hope!), and always display your discipline, desire, and dedication!

Parent/Guardian Acknowledgement for 2018 – 2019

NON-REFUNDABLE MARCHING BAND ASSESSMENT FEE IS **\$40.00.**
(Please pay by 5/27/18) Checks written to Pearl City High School Band Association

Please complete this form and submit it with your assessment fee to:

Mr. Chadwick Kamei
c/o Pearl City HS
2100 Hookiekie Street
Pearl City HI 96782.

You may also drop forms/money at the PCHS office.

BY SIGNING BELOW, I ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND ALL OF THE CONDITIONS FOR ACCEPTANCE INTO THE PEARL CITY HIGH SCHOOL MARCHING BAND AND AGREE TO ABIDE BY ALL RULES AND PROCEDURES SET FORTH BY THE DIRECTOR.

Student name (print): _____ Instrument: _____

Student signature: _____ Date: _____

Circle grade level: Freshmen Sophomore Junior Senior

Parent/Guardian name (print): _____

Parent/Guardian signature: _____ Date: _____

*Please fill out this consent form, remove this last page and keep the rest of the booklet for yourself.

Advanced Placement Credit Waiver:

If you are registered for an Advanced Placement course for next year, you have the option to decline the credit for marching band. Please check the box below if you would like to decline the credit. This is your **ONLY** opportunity to decline the credit.

I wish to decline the marching band credit for 2018 - 2019 because I will be taking an AP course next year and my current GPA is above 4.0.

Assessment Fee Payment (staff use only):

Fee Received:\$ _____ Check: _____ Cash: _____

Received by: _____