

ROCK LAKE MIDDLE SCHOOL BAND

Kerry Couch, Director of Bands

Dear Parents and Students:

Welcome to the Rock Lake Band program! This handbook was written to familiarize you with the many aspects of the program, and to ensure an enjoyable and educationally rewarding musical experience. I realize you are deluged with reading material from the school at the beginning of the year, but **PLEASE TAKE THE TIME TO READ ALL OF THE HANDBOOK!** After you have read this handbook, sign the last page, detach the form, and return it to me. Band students will be held accountable for the information contained herein, so please keep the rest of the handbook for future reference.

Band is an elective and selective course. It differs from the general music class, or any other course on the enrichment wheel, in that we seek to develop and put to use a **SKILL**. Band involves learning and applying math concepts (rhythm), learning and applying a new system of notation, and developing fine motor skills. It also develops our ability to really hear, and becoming *sensitive* to the sounds we make, to the sounds others make, and to the musical demands of a piece of music. Band requires cooperation with a large team of musicians working together toward a common goal. And of course, it also requires extra practice at home, occasional after school rehearsals and performances, and investment in an instrument. Band involves responsibility to the group. The sound each student makes changes the sound of the entire group. One student can literally ruin the sound of an entire 80-piece band!

I hope it is obvious that band is not for everyone. On the other hand, I believe that very few students lack the musical and mental skills necessary to do a competent job in one of our bands. I have encountered dozens who lacked the desire to do what was required of them to succeed. If you have heard the Rock Lake Bands perform, you probably realized you were listening to a very special group of people. They have developed skills and have had learning experiences that will be useful in any endeavor they pursue. They have also acquired a very enjoyable leisure time activity, performing in amateur or semi-professional groups. Some have participated in a college band, which can make a large university seem a little smaller, and a lot friendlier.

I hope your membership in the Rock Lake Band will be a rewarding and productive musical experience. Have a great year!

Sincerely,

Kerry Couch
Band Director

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Need to be completed and returned to Ms. Couch: Band Handbook Acknowledgement Form

Dividends Volunteer Application is online at: www.scps.k12.fl.us

BAND PROGRAM PROCEDURES AND GENERAL INFORMATION

The following information is very important. Read Carefully!

1. Students are expected to enter the band room in an orderly manner, and to be in their seats, with their instrument, and be quiet by the time the tardy bell rings. Students should not talk or leave their seats without permission after the tardy bell.
2. There will be no playing of instruments at any time until instructed to do so.
3. Students will play only their own instrument or one assigned to them.
4. Instruments are to be kept clean and well maintained.
5. Reed players are expected to have a proper reed keeper and at least 3 good reeds at all times. Having a good reed at all times is essential! Reeds take time to break in, so students should avoid putting a brand new reed on their instrument just before a performance.
6. Students who do not make adequate progress will be transferred to a lower level band **or** to the enrichment wheel after parent notification. Students must usually wait for the beginning of a 9-week period to transfer.
7. Students who cannot conform to the rules outlined in this handbook will not be allowed to remain in band.
8. There is to be no talking during rehearsal. Students with questions should raise their hands and wait for permission from the Director before speaking.
9. Students must have a pencil on their music stand at all times.
10. Students are to bring all band music and band books to class **EVERY DAY**. Music should never be folded or wrinkled. Students are encouraged to mark their music when necessary, **BUT ALL MARKS SHOULD BE MADE IN PENCIL ONLY**.
11. Students should not make negative comments about the music, other band students, or other bands.
12. Students should strive to develop a positive, can-do attitude.
13. Each student should learn to **LISTEN**: to his own playing, to others around him, and to the director's instructions.
14. Each student should strive for a maturity of conduct and attitude befitting a 1st Class musical organization.

15. It is of the utmost importance that students be on time to all scheduled events. "To be on time, is to be late."
16. Band students are to show respect for the conductor, chaperones, substitute teachers, members of other bands, and each other- and are to exhibit proper concert etiquette during performances.
17. During band concerts, students must sit with their parents or other responsible adults when not on stage. Students are expected to remain for the entire concert.

BAND CLASS

CODE OF CONDUCT

Band directors work with unusually large classes. To maintain high educational and musical standards, a high standard of conduct must be maintained. Parents and students have invested a lot of time, money, and love in the Rock Lake Band program to make this an organization of which to be proud. A student who cannot conform to the rules set forth in this handbook will not be allowed to remain in band.

1. Loud, boisterous behavior is inappropriate in the band room. This type of behavior distracts from a positive learning environment and is never acceptable.
2. Gum, food or drinks will not be tolerated in the band room.
3. Be respectful of other people's property. If it is not yours, do not touch it.
4. This is essentially our home. We want to keep it clean and have it be a pleasant place to share the joy of music.
5. Due to the amount of hard work and dedication band students put forth, being allowed in the band room is considered a privilege and not available to non-band students.
6. If you act as adults, then you will be treated as adults.

GRADING POLICY

Band is a primarily performance-based class. Therefore, grades are primarily based on performance. Several playing tests will be administered throughout the year. Improvement in playing skills can only happen when skills learned in class are reinforced at home. Written tests/quizzes will occasionally be given. Attendance at all concerts is mandatory, and totaled into the grade average. All students will be graded fairly based on their own individual accomplishments. Students, in general, are evaluated as follows.

30% 1. Playing and Written assignments/tests.

30% 2. Daily participation in the program – the student has his instrument (in working order), music, pencil and participates in all phases of the band class activities with appropriate discipline.

40% 3. Attendance at after school rehearsals and performances.

Please note that excessive unexcused absences may result in a failing grade and possible dismissal from the Rock Lake Band Program.

CLASS AND PERFORMANCE INFORMATION

Bulletin Boards, Message Boards, Chalkboards

Each band student needs to be informed and current. Check the above boards daily for important updates and information. These are our primary means of communication. Make yourself aware. You are responsible for the information posted. Students are not allowed to write on the chalkboard or message board, nor add anything to the bulletin board without the specific permission of the director. Posted information should never be removed from the bulletin board nor erased from the chalkboard or message board without permission from the director.

PRACTICE

Students must practice an average of at least 30 minutes per day if they are to make progress. The following is a suggested routine for practice:

Warm-up—10 minutes

This should consist of long tones, followed by scales and exercises. This is, perhaps, the most important part of a student's practice, and yet it is almost always the most overlooked by the student. Most professional players consider this the most important part of their practice.

Long, sustained tones, in a variety of ranges and dynamics, combined with a deep concentration on the part of the student on the quality of sound and the center of the pitch will improve every aspect of a student's playing in a remarkable way. Such practice takes much self-discipline and patience, which is why young students often neglect it.

Scales are another essential practice item that must be addressed every day by the young student. All music is based upon scales and arpeggios. If we can play a scale, we can easily learn to play any song based upon scales and arpeggios. If we can play a scale, we can easily learn to play any song based on that scale or key. Scales should be practiced very slowly at first, with the emphasis on perfect rhythm and even fingers. Only when a student can play a given scale perfectly, many times in a row, should he increase the speed. Adding octaves to scales allows us to increase our playing range (how high or low we can play).

Band Music or Test material—10 minutes

Work on music to be performed and exercises assigned as test material.

Song Practice—10 minutes

Students should spend this part of their practice time playing songs they like. There are many songbooks available at area music stores that contain popular and traditional songs for instrumentalists at varying levels of proficiency. Students should spend some time looking through these books for material they would enjoy learning. Scales, long tones, and exercises are necessary to build the control needed to play music. Band music does not always have the melody line in every part. To become a good musician, and to enjoy playing, students should play melodies every day! F.B.A. Solo and Ensemble MPA provides a great opportunity for Advanced and Concert band students to perform a Solo. (*Dr. Wind's* and *Allegro Music Centre* carries music that is graded and on the F.B.A. music list for all instruments)

The old adage, "**Practice Makes Perfect**" is only partially correct. We must add, "**if Practiced Perfectly**" if we are to get real benefit from our practice. Most of what we call practice is really necessary experimentation. Many students "experiment" many times until they get it right, and then think they are finished. In truth, each unsuccessful attempt is just experimentation to learn how to achieve a result. Once the correct result is achieved, we must repeat the correct response over and over. This is what practice really is, playing the song, scale, or exercise correctly, over and over again. Remember, if you incorrectly play something nine times, and play it correctly on the 10th try, you have a 1 in 10 chance of playing it correctly on the next try. Only when you can play the song 10 times in a row, without making a mistake, can you really say you know the piece!

CHAIR PLACEMENT

Students are seated within their sections according to playing proficiency. The principal advantage of chair placement is to provide students with models of good playing. The subjective nature of music requires that we actually hear examples of good sound, technique, musical expression, scale proficiency, etc., in order to establish musical

values and set appropriate goals for students. Chair placement can also encourage students to strive continually to improve. Chair placement does not determine a student's band grade, it is only one indicator of how a given student ranks compared to the other students in the section. The last chair player in a strong section in Advanced Band could be a better musician than the first chair player in another section.

Students may move up or down within their section based upon their performance on playing tests in class. Students who do not fully participate in class (without a written excuse) will be moved down a chair for each day that they do not participate or that they come to class unprepared. *A student who forgets to bring his music folder or does not have an acceptable reed is "unprepared" and subject to losing his chair.*

REHEARSALS AND PERFORMANCES

ATTENDANCE POLICY

Rehearsals

Rehearsals are necessary and are scheduled only for the improvement of the band and to meet performance demands. These rehearsals (including sectional rehearsals) may take place before or after school. The times and dates will be determined by the band director and be posted on the board at least one week in advance of the rehearsal. These are graded events and all attendance policies apply. They are not called for the "fun of it". The band is not in the "excuse" business when it comes to absences. The following policies are in effect regarding rehearsals.

THE BEST EXCUSE DOES NOT GET THE JOB DONE.

It is of the utmost importance that students be on time to all scheduled events. "To be on time is to be late."

1. All rehearsals are required!
2. All missed rehearsals, excused or unexcused, must be made up.
3. Excused absences include previously scheduled school activities, unavoidable doctor's appointments, and illness. A written excuse from the parent is required. The director has final say in this matter.
4. Excessive unexcused absences may result in a failing grade and possible dismissal from the Rock Lake Band Program.

Performances

Performances are an important part of any musical organization. We will have three main performances this year (Fall, Winter and Spring). In addition, the Concert and Advanced bands are required to participate in the annual Music performance assessment performances. These dates and specific information will be given to you as soon as it becomes available. All performances are mandatory, and there are very few excuses for missing a performance. Every student is a vital member of the team effort and absences not only affect the person missing but also those around him, causing a drop in

performance standards. We do not need students we cannot depend on. The following policies are in effect regarding performances.

1. An unexcused absence may result in a failing grade for the grading category. The student may be subject to dismissal from the band.
2. There is no make-up for a missed performance – it is either excused or unexcused.

Excused Absence

If a band activity is to be missed, an excused absence may be obtained only for the following reasons:

1. Death in the immediate family.
2. Extreme personal illness – The student is generally expected to have a doctor's note stating the student's inability to perform.
3. Situations involving extenuating circumstances, situations of a one time only nature, or circumstances related to personal/family emergencies may be excused at the discretion of the director.
4. In the case of students involved in sports activities, if the student has a performance when the band has a rehearsal the student can file for an excused absence. When the band has a performance and the student has a practice the student will be expected at the performance.
5. All absences, except for illness, must be approved before the scheduled rehearsal or performance. If you ask for an excused absence after the rehearsal or performance, it will be denied.
6. Dental appointments, non-emergency appointments, and meetings in general will not be excused. Students should consult the band performance and rehearsal calendar to schedule personal **medical** appointments.

MUSIC PERFORMANCE ASSESSMENTS

The Florida Bandmaster's Association (F.B.A.) sponsors the District Solo and Ensemble Music Performance Assessments or MPA, and the District Concert Band Music Performance Assessments. Adjudicators, approved by F.B.A., rate the performance of bands at Concert MPA and of soloists and small ensembles at Solo and ensemble MPA. Each adjudicator uses an evaluation form, which is made available to the director and students who participate. Ratings range from I (Superior) to V (Poor). Students who achieve a Superior rating receive a medal to wear on their uniform. All music performed must be from the F.B.A. Music List. Students wishing to perform at Solo and Ensemble MPA should see the director for help in choosing music of an appropriate level. Music on the F.B.A. List is graded I (very easy) to 6 (very difficult). Soloists must have a piano accompanist.

Florida Bandmaster's Association fees for solo and ensemble, all-county, and all-state, will be set later this year by the FBA. Students who choose to participate in any of these events are responsible for paying their own fees and must purchase their own music from the FBA approved list.

Music Performance Assessment dates are made available early in the year.

PARENTS SHOULD MAKE EVERY EFFORT TO KEEP THESE DATES OPEN!

CONCERT MUSIC PERFORMANCE ASSESSMENT IS OUR MOST IMPORTANT PERFORMANCE!

SEMINOLE ALL-COUNTY MIDDLE SCHOOL BAND

Students in the Advanced and Concert Bands are encouraged to audition for All-County Band. These students are picked, by audition, from all of the middle school bands in Seminole County. The director will announce dates for audition, rehearsal, and performance as soon as they are available. The audition consists of scales, a prepared piece or exercise, and sight-reading. The All-County Middle School and High School Bands rehearse with outstanding guest conductors and perform in concert.

FLORIDA ALL-STATE BAND

The Florida All-State Middle School Band consists of the state's finest student musicians in grades 7 and 8. These students are selected from taped auditions. Auditions are held in September and the selected students perform the first week of January in Tampa at the Florida Music Educator's Convention.

INSTRUMENTS

It is financially impossible for the school to provide instruments for every student. Members are expected to acquire their own instrument whenever possible, either by purchase or lease/rent-to-own.

High quality instruments are a must. Please **avoid** eBay and the very inexpensive brand instruments manufactured in Asia. Not only are they impossible to play in tune, but also, once something breaks, they **cannot be repaired**. A used high-quality instrument is much better than a poorly manufactured brand new one.

Each student is expected to have his own instrument for class and at each rehearsal. If it should become necessary for the instrument to be repaired, please send a note to class notifying the teacher of it with the date you expect to pick it up. Students who forget their instrument will have their nine weeks grade lowered by one letter each time they accumulate three missed rehearsals.

APPROVED INSTRUMENTS, MOUTHPIECES, AND ACCESSORIES

A musical instrument is like sporting equipment. The better the equipment, the better the chances are for one to excel. The Rock Lake Middle School Band has specific guidelines for the brands of musical instruments that are allowed to be rented or purchased by students.

Instrument	Brands	Mouthpieces
Flute	Yamaha, Gemeinhardt, Buffet, Pearl	
Oboe	Yamaha, Fox	Jones Reeds
Clarinet	Buffet, Vito, Selmer, Noble	B45 mouthpiece, Rovner ligature
Saxophone	Yamaha, Vito	C-Star mouthpiece, Rovner ligature
Trumpet	Yamaha, Besson, Holton, Bach	Bach or Giardinelli 5C mouthpiece
Trombone	Yamaha, Besson, Holton, Bach	Bach or Giardinelli 6 ½ AL mouthpiece
Bassoon	School owned	Jones Reeds
French Horns	School owned	Giardinelli or Bach II C8 mouthpiece
Baritone	School owned	Bach or Giardinelli 6 ½ AL mouthpiece
Tuba	School owned	Bach or Hellenberg 24AW mouthpiece
Percussion	Ludwig, Bruno, Pearl	

All **brass** players, whether using school-owned or privately rented instruments, are required to purchase their own mouthpiece.

Accessories

Folding Music Stand – All students should own a folding music stand for home practice and occasional concert use outside school.

Flutes – Cleaning rod, lint free soft cotton cloth

Clarinets, Saxophones – Reed Case, swab, mouthpiece-cleaning brush, three reeds at all times

Oboes, Bassoons – Reed case, swab, two reeds at all times

Brass Instruments – Valve oil, tuning slide grease, mouthpiece cleaning brush, cleaning snake

Percussion – Drum sticks, bell mallets, xylophone mallets

INSTRUMENT CARE

Flutes

Flutes require little maintenance other than wiping out the excess moisture with a cloth on the cleaning rod, and wiping the body of the flute with a soft, lint-free cloth to remove fingerprints. Silver flutes may be polished with a jeweler's polishing cloth that is meant for use on silver.

Do not use liquid or paste type polish. Do not use water on any part of the flute except the head joint (mouthpiece section), and do not use any type of oil or grease. Do not attempt to adjust any of the adjustment screws. If the flute will not go together easily, try cleaning the head and foot joints where they go into the body with a piece of clean, white paper. If this does not help, the joint is probably bent and should be repaired by a qualified repairman. Do not put anything in the case that will press against the flute when the case is closed! Many flutes are damaged when students put a folded polishing cloth over the flute before closing the case. Always leave the flute in the case, with the latches secured, when the flute is to be left unattended. Music stands are not for holding flutes!

Clarinets and Saxophones

Water is the enemy of woodwind instruments. Use the swab to remove moisture from the bore after playing. Keep the mouthpiece clean by using mild soap, warm (not hot) water, and a proper mouthpiece brush, at least once a week. Always remove the reed from the mouthpiece when you are finished playing, and keep the reed in a proper reed keeper. All corks should be greased with cork grease when they are new. You may need to grease them several times when they are new. Never use key oil! If your keys stick, take the instrument to the repair shop. Wooden clarinets should have the bore, inside of the instrument, oiled occasionally with a few drops of bore oil on a cloth swab. Do not put books or heavy cloths in the case that will put pressure on the keys when the case is closed. Do not leave wooden clarinets where they will suffer extremes of temperature. Extreme heat or cold can cause the wood to crack.

Brass Instruments

Brass instruments should be kept clean by flushing them with mild liquid detergent and water at least once a month. After flushing, all slides should be pulled and greased tuning slide grease. The valves on trumpets, baritones, and tubas should be removed, wiped with a paper towel, oiled with valve oil, and replaced. French Horns have rotary valves which should never be removed except by a repairman. Valve oil can be used by pulling a valve slide and putting a few drops of oil down the valve slides. The bearings of French Horn valves should be oiled with light oil, such as *3 in 1*. To do this, you must unscrew the valve caps and place a drop of oil on each of the bearings. On the side of the valves with the strings, you will need to use a screwdriver to remove the screw in the center of the valve, place a drop of oil in the hole where the screw goes, and replace the screw. Keeping the valve bearings of a French horn oiled will prevent broken valve strings, a common repair problem. Move all tuning slides and valve caps often, and clean and grease them if they start to get tough to move. Stuck slides on school instruments are the most common repair problem! Trombone slides should be wiped with a soft, lint-free cloth or paper towel, and re-oiled. If slide cream is used, apply a very thin coat, spray the slide with water, and work the slide several times. Cleaning snakes are available for the different instruments. They should be used to clean out all of the slides while you are flushing the instrument. Please be careful when handling brass instruments. Brass is a soft metal, which dents easily. Dents are very expensive to remove! If your mouthpiece gets stuck, do not attempt to remove it yourself. Bring the instrument to the band director or repair shop to have it removed.

Percussion

All equipment will be placed neatly in the cabinet or in its appropriate place at the end of rehearsal. An inventory of all equipment will be taken periodically with the section being financially responsible for any that is lost or damaged.

REPAIRMEN AND MUSIC DEALERS

Allegro Music Center

Allegro is located in Casselberry at the intersection of SR 436 and Red Bug Dr. It specializes in the sale and rental of band instruments and accessories and is also available for repairs.

Music and Arts Center (formerly American Music (AMI))

Music and Arts Center is located in Longwood. It specializes in the sale and rental of band instruments and accessories exclusively.

667 Florida Central Parkway, Longwood. Phone: 407-332-1477

Gary Underwood Music

Gary Underwood Music specializes in instrument repair, particularly woodwinds.

4949 North Pine Avenue in Winter Park (near Goldenrod & Aloma).

Phone: 407-677-8792

DR. WIND'S Music Center

Located in Longwood, Dr. Wind's is family owned and operated. I highly recommend him for repairs. 1060 West State Road 434, Longwood.

Island Lake Business Center, (1.5 miles east of I-4) Phone: 407-767-2001

Lessons provided on site. E-mail, DR.WIND143@aol.com

SCHOOL INSTRUMENT RENTAL

In order to rent a school instrument the student and parent must fill out a School Band Instrument Rental Agreement. There will be a non-refundable rental fee for all school-owned equipment. This fee will be announced in writing at the beginning of each school year. Each student who uses a school-owned instrument is completely responsible for the care of that instrument or piece of equipment. Lost or damaged items shall be replaced at the student's expense. Before school-owned instruments are checked out, a checkout form must be filled out and filed with the director. Students must return any item checked out at the director's request. Normal wear and tear repairs are not the responsibility of the student.

INSTRUMENT STORAGE AT SCHOOL

You will be assigned a Locker or Shelf in the band room where you may store your instrument while it is at school. You must have your name on the outside and the inside of your case. You should also keep a record at home of the brand, model number and serial number of your instrument. Insurance against theft, fire, vandalism or any other damage is not provided or implied by the school district. Many homeowner's or renter's insurance policies may cover your instrument at school. Check with your insurance agent to be sure. You may keep your instrument either in your locker or in your assigned Space in the band room. The band room is open before and after school for a short time to allow you to drop it off in the morning and pick it up after school to take it home for practice. All latches on instrument cases must be secured. Because of the number of music students and lack of adequate space, no books, jackets, lunch boxes, or any other personal item of any kind will be stored in the storage area. Failure to follow these instructions may result in your instrument storage privileges being revoked.

The RLMS Band provides locks. Students must use a RLMS BAND lock. Any other locks will be cut off at the discretion of the band director. Locks only disappear when they left unlocked on the locker. Then, anyone may remove it. Students are responsible for this lock, and a replacement fee will be assessed for students who do not turn in their lock at the end of the year. Lockers may NOT be used without a lock.

UNIFORMS

The band students perform at several different events during the school year. In order to present our best appearance at these functions, every band member needs to look his best. These are the needed items.

Beginning Band Students:

- RLMS band t-shirt*
- Black Dress Pants
- Black Socks
- Black Shoes

Concert, Symphonic and Jazz Band Students:

Black Cummerbund*
Black Bow Tie*
ALL Black Tux Pants*
Black Bando Shoes*
White Pleated, Wing Collar, Tux Shirt*
Black Socks

*Must be ordered through the Rock Lake Band Boosters

PRIVATE LESSONS

Students, especially those who exhibit above-average talent or those interested in above-average musical achievement, are encouraged to study with a good private teacher. The best teachers obtain the best results. The best private teachers specialize in one or two instruments, play their instrument for their students during the lesson, and set high standards of performance for their students. They help students select music for Solo and Ensemble MPA and work to prepare their students for the MPA, prepare students for All-State auditions, insist students learn their scales, and refuse to teach students who do not practice, or come to lessons repeatedly unprepared. The following private teachers have repeatedly produced outstanding results with Rock Lake students. I'm sure there are other good teachers in the area, but these are the ones of whom I have knowledge.

RECOMMENDED PRIVATE TEACHERS

Flute

Grace Petree 407-323-3639
Dan Ferri 386-837-6655
Jennifer Frankenstein 407-786-0409
Katie Nicklin 407-647-8600

Clarinet

Gordon O'Hara 407-869-1650
Jessica Hall-Speak 321-439-6099
Fred Kagi 407-366-0752
Dan Ferri 386-837-6655
Rod Shuttleworth 407-767-2001
Bill Goldstein 407-767-2001

Saxophone

Jeremy Williamson 407-782-2729
Dan Ferri 386-837-6655
Rod Shuttleworth 407-767-2001
Gordon O'Hara 407-869-1650
Ray Guiser 407-767-2001

Oboe

Monique McIntyre 386-847-6990
Barbara Levy 407-767-2001
Kimberly Lieser 904-507-9287

Bassoon

John Beck 407-645-3192
Lisa Williamson 407-430-2221
Ted Shistle 386-837-1900
Anita Malcolm 407-322-6975
Rich Ervin 407-341-5458

Trumpet

John Almeida 407-310-3815
Mark Barron 407-493-6123
Chris Dolski 407-834-4381
Nancy Micklos 407-746-3460
Andy Sorenson 407-923-5547

Horn

Grace Kirby 407-227-5360
Ben Lieser 904-699-5191
Bill Robinson 407-699-4413
Carolyn Blice 407-539-0920

Trombone, Euphonium, Tuba

Ben Kon 407-767-2001
Jamie Wehr 407-679-1913
Phillip Jennings 407-695-9076
Gail Roberston 407-970-2211

Tuba

Gail Robertson 407-970-2211
Claude Kashing 407-345-5696

Percussion

Heather Thorn Xyloheather@aol.com
Buck McLeod 407-688-1623
Dick Bonenfant 407-252-7684

USE OF BAND FACILITIES and GENERAL BAND POLICIES

The use of band facilities before, after, and during school hours is a privilege. Students who abuse the facilities and its contents will be disciplined accordingly. Any abuse or damage will be considered vandalism.

Rehearsal Room

The controlled gathering of students before school is permitted as long as students are quiet and well behaved. The band area is not a lounging area. Students must make an effort to keep the room neat and orderly.

Locker Room

This area is off limits to students except when getting out or returning an instrument to its proper place in the locker. Books, clothes, etc., are not allowed in the locker, only band materials are permitted.

Computers

All computers are off limits to everyone without specific permission from the director.

Library

The library is private and is to be used only by the library staff. Materials may be checked out only through the director.

Band Office

This area is private and should not be entered by any student without the permission of the director. All students should keep in mind that this is a place of business.

Telephone

The telephone is for band business only or calls home to parents. No social calls allowed. The phone cannot be used without specific permission from the director.

Band Box (Money Turn-In Procedure)

Money should be deposited into the Band Box in a SEALED envelope with the student's name, class period, purpose, and amount enclosed. Money will not be accepted in any other way.

Problem with Finances

Any student having a problem with finances should contact Ms. Couch at 407-746-9583. This issue will be worked out confidentially.

Bus Conduct

1. Students must keep their heads, hands, and other articles inside the bus at all times.

2. Students will not leave their personal belongings on the bus. The school is not responsible.
3. Horseplay is not permitted around or on the bus.
4. Students will be absolutely quiet at all railroad crossing.
5. All music players will have headphones.
6. No eating or drinking without the expressed permission of the driver.
7. All busses are to be cleaned and all trash removed at the end of each trip.
8. Chaperones are in charge of each bus and are speaking on behalf of the director.

BAND BOOSTERS

The Rock Lake Band Boosters sponsor fundraisers, provide chaperones, make programs, and organize the annual awards. This organization raises most of the band budget each year. The officers and chairpersons, along with the band director, comprise the Band Booster Board. The Board meets five times per year, or as needed to conduct business. The Board chooses new officers at the end of each year. Persons interested in serving as President, Vice-president, Secretary, or Treasurer, or as Uniform, Ways and Means, Publicity, Program, or Telephone Committee Chairperson should contact the band director in March or April.

Parent involvement with this band program is welcome and encouraged. Please be reminded that all volunteers must be registered as a Rock Lake Dividend for the current year. Parents may register on the Seminole County Public Schools website.

The school does not provide the necessary funds to purchase large instruments, buy sheet music, pay for transportation, repair and maintain school instruments, or pay fees associated with participation in F.B.A. sponsored events. The Band Boosters raise this needed money in the following ways:

1. **The Fall & Spring Fundraisers** – These are our only major fundraisers and our largest income source. In order to ensure a successful event, the Ways and Means chairperson works with a professional fundraising company. We select the company in the spring for the following year's fundraisers. The fall fundraiser is held in September/October, the spring fundraiser is in February/March.
2. **Booster Membership** – Band Booster membership is \$25 per family per year for Advanced Band members and \$15 for Beginning and Concert Band members. In addition, Jazz Band members should include an additional \$15 in their booster payment. The Rock Lake Band Program does not receive any financial support from the school board and by law we cannot charge a fee! Therefore, **we MUST depend upon the support of the parents to join the Band Boosters as one of our most important sources of revenue.**
*The band booster dues form is on the last page of the handbook.
3. **School Instrument Rental** – Students using school instruments must pay a fee of \$75 per semester, or \$125.00 if paid in full at the beginning of the school year. These fees are non-refundable each year. This fee helps offset, but does not fully cover, the cost of maintaining our school instruments.

BAND HANDBOOK ACKNOWLEDGMENT FORM

Detach and return to Band Director:

I, _____ (Student) have read and will adhere to the policies and program designated in this handbook. I will perform to my best ability, encourage other to be their best, and respect the director and school system.

I, _____ (Parent) have read this handbook with above-mentioned student and will guide the student to adhere to the policies and programs designated in this handbook. I will encourage him or her to perform to their best ability, as well as encourage others to be their best and respect the Director and school system.

_____ (Student Signature) Date _____

_____ (Parent Signature) Date _____

Class Period: _____

Parent email: _____

Daytime Tel # _____

Cell phone _____

ROCK LAKE MIDDLE SCHOOL BAND
DONATIONS NEEDED

Reams of 8-1/2 x 11 Copy Paper
Kleenex (Lots of Students, lots of sniffles)
AA Batteries
AAA Batteries
9-Volt Batteries
Band-Aids
Printing Services
Instruments
Post-It Notes (All Sizes)
Office Supplies
*Bottled Water
DVDs (Rated G/PG only)
Ink Cartridges/Toner for Printers/Copier

THANKS BAND PARENTS