**JFK Marching Band & Color Guard**

**Student and Parent Handbook**

**September 20, 2017**

[](http://r20.rs6.net/tn.jsp?f=001KCQTkilXlcKiMad2mo74f4T0wNbg7-6OIhXBMzkeMssRQn3jWWHeo6Ye8kRA-fcyBJzs0hQr8LRjItGH32kbkiHnHZPbD491inv243ge3DI6I0S90Ksff8EOJzx4DcK500Wasnd1kNGaqPUpwapuIr2OYc07N0ufrYwcT43NDyY=&c=7ZWrSjKvO2nAkj2cqkqj23FZpCid63rVgHad2hpBZOIYmJtjBa40HA==&ch=n3YqHQXhp2byS4Szd627I7Kgocb7IuUgbhiAGRNzJFB8MIETFhMwmw==)**Jeremy Hammond, Band Director**

**Welcome from the John F. Kennedy Marching Band & Color Guard Parents Club (Band Boosters) Board**

Welcome to the John F. Kennedy (JFK) Marching Band and Color Guard!

We are extremely proud of the group’s accomplishments and service to the Sacramento community and beyond. The JFK Band and Color Guard Program is one of the finest around, built upon a 50+ year legacy of excellence and rich with honors and recognition.

The Band and Color Guard compete in field show competitions. They have a highly competitive spirit and accept the hours of practice, discipline and responsibility necessary to compete against some of the best bands and color guards in the country.

The JFK Band Boosters is a voluntary active services organization established to help the Band and Color Guard accomplish its activities, provide encouragement and assistance to the faculty of the JFK Music Department, and promote and support fundraising events for the benefit of the Band and Color Guard. You are a club member by virtue of your student’s enrollment in the marching band class. Family participation makes the program work, and your help is always needed and welcomed. There are plenty of jobs for everyone to do, as you will see in the Volunteer Opportunities listed on page 9. Your support of the high standards of musicianship, showmanship, good attitude, desire, and attendance contribute to the overall excellence of the Band and Color Guard of which you, your student and the community will be proud.

This year’s schedule of Band and Color Guard competitions and Band Boosters events is an exciting one and full of fun. We look forward to meeting you.

**Welcome from Mr. Jeremy Hammond, Band Director**

I hope you are looking forward to another great school year. I anticipate a great season for the Marching Band and Color Guard as we work on this year’s show.

A special welcome to all of our new freshmen! I’m sure you will see many of your friends when you arrive for band camp. However, one of the best things about band camp is not just seeing your old friends, but all the new friends you will make. We believe that the Band and Color Guard Program is one of the best ways to get involved at JFK, learn about teamwork and leadership, become an excellent musician, and make memories that will last a lifetime. It is my hope that this school year will be the best you’ve ever had! Keep the focus…eyes with pride!

**STAY CONNECTED WITH THE BAND**

There are many ways to stay connected to the Band and Color Guard Program:

* **Website**  [*http://www.jfkennedyband.com*](http://www.jfkennedyband.com)
* **Facebook** [*https://www.facebook.com/John-F-Kennedy-High-School-Marching-Band-and-Color-Guard-154639054587045/*](https://www.facebook.com/John-F-Kennedy-High-School-Marching-Band-and-Color-Guard-154639054587045/)
* **YouTube** *Search “JFK Marching Band and Color Guard”*
* **Emails** Subscribe to the mailing list at <https://www.remind.com/join/jfkband2?utm_medium=ios>

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**CONTACT INFORMATION**

**John F. Kennedy Band and Color Guard**

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| --- |
| **Jeremy Hammond, Band Director**  John F. Kennedy High School  6715 Gloria Drive, Sacramento CA 95831  [Jeremy-Hammond@scusd.edu](mailto:Jeremy-Hammond@scusd.edu) |

**MY CONTACTS: Instructional Staff and Student Section Leaders**

This section is completed by the parent and/or student as needed.

|  |  |
| --- | --- |
| Name:  Responsibility:  Email:  Phone No: | Name:  Responsibility:  Email:  Phone No: |
| Name:  Responsibility:  Email:  Phone No: | Name:  Responsibility:  Email:  Phone No: |
| Name:  Responsibility:  Email:  Phone No: | Name:  Responsibility:  Email:  Phone No: |

**John F. Kennedy Band and Color Guard Parents Club**

John F. Kennedy High School Band and Color Guard Band Boosters

P.O. Box 22957, Sacramento CA 95822-0957

**EXECUTIVE BOARD**

|  |  |
| --- | --- |
| **President** | [president@jfkennedyband.com](mailto:president@jfkennedyband.com) |
| **Vice President** | [vp@jfkennedyband.com](mailto:vp@jfkennedyband.com) |
| **Secretary** | [secretary@jfkennedyband.com](mailto:secretary@jfkennedyband.com) |
| **Treasurer** | [treasurer@jfkennedyband.com](mailto:treasurer@jfkennedyband.com) |
| **Member-at-Large** | [member@jfkennedyband.com](mailto:member@jfkennedyband.com) |

**JFK BAND AND COLOR GUARD PARENTS CLUB**

**(BAND BOOSTERS)**

**WHO WE ARE**

The John F. Kennedy High School Marching Band and Color Guard Parents Club (Band Boosters) promotes excellence in education through support of an outstanding musical instrument and color guard program. We believe that a great band program develops the physical, mental, and musical talents of our students. The discipline learned and the work habits rehearsed serve the band members for the balance of their lives.

Band Boosters is a 501(c)(3) non-profit organization. It is governed by an elected board comprised of President, Vice President, Secretary, and Treasurer; and board-appointed Member(s)-at-Large who functions accommodate and expand the Band program’s operational capacity. These positions take the lead in planning and executing various events or activities.

The Band Director, through the Band Boosters, hires additional instructors for the band. This helps expand the band’s musical and instructional program and is a practice of marching bands all over the country. The hires typically include marching/wind, drum line/percussion, and color guard instructors, who assist the Band Director in the development and execution of the program both on competitive and instructional levels. The instructors have many years of successful teaching experience and are well respected in their activities.

Every year, the Band Boosters raises funds through various activities, including the fireworks stand for the Fourth of July, monthly Dinner Nights Out, concession stands at sporting and concert venues and other fundraisers. Each parent of a band member is considered a member of the Band Boosters. While there is no requirement to participate in all activities, there is an expectation that you will volunteer your time to help in selected activities in which you are interested.

**GENRAL BAND BOOSTER MEETINGS**

Band Booster meetings are held on the second Tuesday of the month, typically in the Little Auditorium. Meetings are not held during June, July and August unless announced. Meetings start at 8:00 pm during the marching season months (September through December) and 6:00 pm during the other months (January through May). Important information about band activities and upcoming events is covered during these meetings. All parents should regularly attend these meetings.

**BOARD MEETINGS**

Band Boosters Board (Board) meetings are held on the on the second Tuesday of the month. During the marching season months, meetings start at 7:00 pm, and 6:00 pm during other months. Dates, times and location will be announced if a Board Meeting is held during the months of June, July and August. These meetings are open to all to attend.

**FINANCIAL REPORTS**

The Treasurer presents an updated financial report at each general Band Booster meeting. Copies for viewing will be available during the meetings.

**BY-LAWS**

By-laws are the rules and procedures for how the Band Boosters operates and governs itself. You may view the by-laws [here](http://www.jfkennedyband.com/wpforms/by-laws/) or at [www.JFKennedyBand.com](http://www.JFKennedyBand.com), click Forms and Publications.

**COMMUNICATIONS**

Email is the primary form of communication between the Booster Club and parents, when not face to face or at meetings. Please add [JFKennedyBandSecretary@surewest.net](mailto:JFKennedyBandSecretary@surewest.net) as a Safe Sender on your email account so you can receive pertinent information.

**MARCHING BAND COSTS**

Band Boosters serves as the guarantor for financial transactions conducted on behalf of the Band and Color Guard program.

**Fair Share Fee.** A band fee, called *Fair Share Fee*, is adopted each year by the Board in consultation with the Band Director. The Fair Share Fee is not a fundraiser, but rather budgeted income that covers some but not all of the Band and Color Guard’s operating costs, including but not limited to: uniforms, instructional staff, show entrance fees, truck rentals, bus transportation, and instruments and equipment and their repair and replacement.

*While the Fair Share Fee is voluntary, it is expected that all families pay this fee so the Band and Color Guard can achieve its annual funding requirement and satisfy its operating expenses and financial obligations*. That being said, a financial hardship will never prevent a student from participating in the Marching Band and Color Guard. All families, hardship or not, will have many opportunities to earn credits toward their *Fair Share Fee* by taking advantage of payment incentives and/or applying fee credits earned from fundraising activities. These incentives and credits can substantially reduce or eliminate your *Fair Share Fee* obligation. Any fundraising credits earned after one’s *Fair Share Fee* has been fully satisfied will be credited to your child’s marching band account for the next year.

If you still anticipate difficulty in paying your *Fair Share Fee* after exhausting available payment incentives and fee credit opportunities, please contact the Board President for a confidential meeting so we can work with your financial situation.

**Payments.** The Treasurer uses QuickBooks to invoice and track payments. Please add [treasurer@jfkennedyband.com](mailto:treasurer@jfkennedyband.com) as a Safe Sender on your email account so you can receive statements and other communications. When making payments, please follow these guidelines:

* Checks are preferred over cash and can be made payable to: JFK Band and Color Guard.
* Credit card payments are accepted by the Treasurer during Band Boosters meetings.
* Payments by mail should be addressed to the JFK Band and Color Guard address listed on page 4. Please do not send cash payments by mail and do not mail payments to the school’s main administrative offices. Neither JFK nor the Band Boosters assumes financial responsible for cash payments delivered in this manner.
* When school is in session, payments can be dropped into the Band Mail Box in Mr. Hammond ‘s office or to the Treasurer during a Band Boosters meeting. Again, cash as a form of payment is acceptable but checks are preferred.
* For any payment, please note the student’s name and the reason for the payment on each check/envelop (Fair Share Fees; monies collected from a fundraiser; etc.)
* To receive a statement of your family’s account showing payments, fundraising credits and any outstanding balance, please contact the Treasurer.

**Fundraising.** For those participating in a fundraiser where a fundraising payment is past due, you may be restricted from participating in subsequent fundraising activities that earn fair share fee credits until the balance due from the previous fundraising event has been paid.

**PARENT PARTICIPATION**

The JFK Marching Band and Color Guard is a parent-participation based organization. ***While we don’t expect every parent to provide the same amount of time and resources to the Program, we do expect every parent to actively participate by providing their time and resources in proportion to their ability to do so*.** The success of the Band and Color Guard Program is premised on every band parent helping in some manner – from hands-on help at events, monetary donations, and donations of goods and services, to volunteering to lead the planning of an event or activity or serving in a board or committee position. There’s a spot for everyone to help. If you’re not sure how or where you can help, just ask one of the board members or a committee chair. A description of the various volunteer opportunities is listed below.

**VOLUNTEER OPPORTUNITY DESCRIPTIONS**

|  |
| --- |
| **Executive Board** |
| **President** Oversees board and executive board meetings, works with Mr. Hammond to prepare board agendas, ensures board actions are followed, and develops board committees for designated projects. Oversees board’s strategic planning efforts. |
| **Vice President** Fills in for President as needed and takes on any duties assigned, such as overseeing a special project, event or activity. |
| **Secretary** Ensures the accuracy of board minutes; is steward of minutes and other board materials. Leads meetings when the President and Vice-President are absent; sends out required announcements of meetings and band information. M**anages correspondence of the Band Boosters and keeps a record of correspondence received and sent, including formal correspondence required to pursue band business.** |
| **Treasurer** Understands nonprofit financial accounting and ensures that financial reports are provided to board and booster members for review; leads the board finance committee and helps guide the board's financial responsibilities, including the board's review and approval of the Booster Club’s budget and annual audit. |

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| **Operations Team** |
| **Pit Crew Chief** Scopes out site logistics upon arrival at field competitions and ensures pit crew is sufficiently staffed with trained parent volunteers |
| **Pit Crew** Helps set up equipment during field competitions |
| **Uniforms** Oversees fittings, alterations, repair and replacement of uniforms with a team of parent helpers |

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| **Hospitality Team** |
| **Band Camp** Plans food and snacks for Band Camp Week using Sign-Up for food donations and parent helpers. |
| **Rehearsathon** Plans food and snacks for Rehearsathon using Sign-Up for food donations and parent helpers. |
| **Field Show Competitions** Coordinates dinner/snacks service with another parent who serves as lead planner for a designated field competition using Sign-Up for food donations and parent helpers. |
| **Pizza Runner** Orders and picks up pizzas and bottled waters as needed for designated events. |
| **Sunshine** Acknowledges donors and volunteers for monetary and in-kind contributions and extraordinary service. |

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| **Fundraising Team** |
| **Dinner Night Out** Arranges monthly dine-out events at restaurants who donate a portion of the night’s proceeds back to the band |
| **Fireworks Stand** Plans, develops and executes a successful fundraising campaign selling fireworks using parent helpers |
| **Fundraising/Donation Outreach** Solicits donations from community/business partners in support of fundraising events and prize drawings |
| **Grant Writing** Seeks out available grants and prepares proposals to obtain funds to support the band program |
| **Mattress** Plans, develops and executes a successful mattress sales fundraising campaign |
| **Recycling** Plans, develops and executes a successful post-football game and year-round recycling program using student/parent helpers |
| **Spaghetti Dinner Drive-Thru** Plans, develops and executes a successful drive-thru dinner fundraising campaign using Sign-Up for food donations and student/parent helpers. |

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| **Social Media Team** |
| **Facebook** Posts news and event information to the band’s Facebook page |
| **Photographer** Works as an informal team of ad hoc photographers sharing band photos on social media |
| **Videographer** Works as an informal team of ad hoc videographers sharing band videos on social media |
| **Website/Webmaster** Posts news and event information to the band’s website |

**JFK MARCHING BAND**

**OVERVIEW**

The Marching Band class is offered during fourth period; it is a large performing ensemble. The group consists of brass and woodwind players, percussionists, and color guard.

* Members are expected to attend Band Camp in August and all scheduled weekday and Saturday rehearsals (see schedule on pages 4 and 5).
* During the fall, the band learns an eight-minute competitive field show as well as pep songs for football games. Performances at field competitions are on Saturdays and football games on Friday evenings. Marching Band members are required to attend a weekly evening rehearsal, possibly two, and all performances.
* The band also performs several school concerts (Fall, Winter, Spring, Pops) during the year.
* During the winter months, the Marching Band rehearses and performs concert band literature. It also performs during the Martin Luther King Day March and other local school and civic functions.
* In the spring months, the band may compete in reviews which may include both parade and concert competitions.

**MR. HAMMOND’S GRADING RUBRIC**

|  |  |  |
| --- | --- | --- |
| **Participation**   * 10  points – Daily grade based on attendance/participation/preparedness * 100 points – Tuesday Night Rehearsal * 200 points – Rehearsathon * 400 points – Concerts, competitions, football games, etc. | **Content**   * 100 points – Performance test administered randomly on a semi-regular basis. A missing score does NOT affect your grade. * 50 points – Paperwork (quizzes, written assignments, etc.) | **Grading Scale**  A 89.5-100%  B 79.5-89.4%  C 69.5-79.4%  D 59.5-69.5 %  F Below 59.5% |

**ATTENDANCE**

Each individual student is of utmost importance to the program. Therefore, each student is expected to responsibly manage his or her time effectively in order to attend all rehearsals and events, improve individual performance proficiency, and increase the band’s ability to improve and reach its goals. As you can imagine, make-ups for missed rehearsals and performances are not possible. Unexcused absences (intentionally or not) hurt the entire band and the establishment of trust between you and your peers, the director, and staff. The following outlines attendance requirements:

* Be present at and participate in all scheduled performances
* Arrive early and be warmed up before the required start time
* Stay for the entire rehearsal unless preapproved to leave early by Mr. Hammond
* Attendance may be taken at the start of rehearsals, football games, and competitions by a student leader
* Written and verbal notification for absences must be submitted to Mr. Hammond as early as possible prior to the date in conflict

Unacceptable excuses for missing a rehearsal include but are not limited to:

* “I have a doctor, dentist or orthodontist appointment.”
* “I have too much homework due.”
* “I have a test coming up.”
* “I don’t have a ride to/from rehearsal.”
* “I have a birthday party (or other family gathering) to go to.”
* “I didn’t know/forgot we had practice.”

Mr. Hammond will work with students to accommodate any disability or injury that impacts the level of participation and attendance at required events.

**UNIFORMS & APPEARANCE**

The marching band uniform is designed for long term use and is costly to replace. It must be worn and cared for properly. Further, when wearing the band uniform, it is the responsibility of band members to properly conduct themselves and represent John F. Kennedy High School in a positive manner at all times.

**Wearing the Uniform.** Band members will be issued a clean uniform, shako box, and uniform bag at the start of the season. It is the Band member’s responsibility to:

* Keep track of all parts of their uniform
* Hang up their uniform properly after every event
* Keep their uniform clean and in good condition during the season
* Not consume food while in uniform. Drinking water only in uniform is acceptable
* Clean off all mud and dirt from shoes before each performance
* Return all parts of the uniform in good condition at the end of the season

The ***Formal Uniform*** is worn at competitions, parades and as directed by Mr. Hammond. It consists of:

|  |  |  |
| --- | --- | --- |
| * Shako with Plume * Jacket * Bib/pants | * Gauntlets * Black band shoes * Black socks above the ankle | * Black gloves * Pants/Shorts and green band T-shirt are worn under uniform |

Band members are typically sized for all uniform parts during Band Camp or during the first month of school. Uniforms are temporarily altered by pinning and basting prior to issuance; we do not cut the fabric. When wearing the uniform in public, the entire uniform must be worn at all times, unless otherwise directed by Mr. Hammond. Do not change into or out of the uniform while in public. The Pep Band t-shirt and comfortable pants/shorts can be worn underneath the uniform. Pants/shorts should be tight enough so unnatural bumps are not visible. Only uniform shoes and black socks that go above the ankle must be worn with the uniforms.

Formal uniforms must be stored in the Band Closet hung neatly inside the uniform bag, and shakos boxed after each performance. In the event that a uniform is wet from rain or perspiration, it must not be bagged or boxed, but hung to dry in the Band Closet. At the end of the season, all uniforms will be inspected. If pieces are missing or the Band member has badly damaged any pieces of the uniform, he/she will be assessed an appropriate replacement fee.

Any student handling a uniform not their own without the permission of the other student may be subject to disciplinary action. No uniform or parts of a uniform will be exchanged with another student without authorization. Each piece is numbered and you are responsible for each and every piece assigned to you.

The ***Informal Uniform***is worn for football games, rallies and as directed by Mr. Hammond. It consists of:

* Pep Band Shirt (Green JFK band t-shirt), purchased by the student (approximately $10)
* Long or short pants, as directed
* Closed-toe shoes or sneakers, as directed

**What to Store in the Garment Bag.** Only the uniform jacket, bib/pants, gauntlets, gloves and socks may be kept inside the garment bag; shoes (no boxes) go in the outer pocket. Uniform bags only will hang on racks for travel.

**Uniform Care.** Uniforms are inspected after every use. After a performance, hang the uniform neatly in the garment bag. Bibs are to be folded along the crease in the pant leg. Allow the uniform to air dry if it is wet from a performance, whether from rain or perspiration. Otherwise, damage will result if the uniform is left in the garment bag while still wet or damp. Wrinkled or soiled uniforms are not acceptable for performance. Should the uniform become soiled before all games and marching competitions have taken place, it will need to be cleaned prior to the next event. Let the Uniform Coordinator know as soon as possible. Do not attempt to remove stains from the uniform yourself. At the end of the season, the Uniform Coordinator will arrange for parents to wash the uniforms.

Some additional items that are handy to keep in the uniform bag are:

* Hair ties (for boys and girls) – hair must be up and inside the shako
* Hair brush/comb – not a good idea to share with others
* Extra pair of black socks (students have had to wear these over other shoes when they’ve forgotten their marching shoes)
* Large plastic bag to store wet, muddy, grassy shoes

Taking proper care of the uniform right away will minimize some of the problems we have when going to competitions, such as missing shoes, no black socks, or no rubber band to hold hair up. Let the Uniform Coordinator know that a uniform needs repair (missing button, trim coming off, hem coming loose, etc.)

While we try to carry a few spare items with us on the truck, we can’t possible have enough for more than a couple of students. Please don’t be the student who has to sit in the stands because you forgot something at home, and we can’t find a replacement for you on short notice.

**Hair, Jewelry and Make-up Guidelines**

* Male and female hair should not go below the collar. Long hair should be worn in a ponytail and/or pinned and tucked up under the hat.
* Jewelry should not be worn with the uniform. Do not risk having a precious memento lost or stolen.
* Make-up should be applied sparingly.

**INSTRUMENTS & EQUIPMENT**

In order to keep the equipment provided to you by the school in good, working condition, it is important to treat it as if it were your own and take good care of it.

* If damage or a severe problem occurs to any item provided while in the student’s care, the student may be responsible for the repair cost, unless it was an inevitable repair.
* Music will be distributed to each student at the beginning of the season. It is the student’s responsibility to keep/organize this music in sheet protectors in a binder so it can be accessed throughout the season.
* Students will provide their own reeds. A limited supply is available for emergency needs.
* Percussionists will be provided with one pair of sticks at the beginning of the season. If they lose or break one, it is their responsibility to replace them. Sticks should be in as good a condition as possible at all times. JFK will provide mallets.

**TRAVEL**

Traveling to field show competitions and festivals is a privilege. It is the responsibility of band members to properly conduct themselves and represent John F. Kennedy High School in a positive manner at all times. Failure to do so may result in disciplinary action.

**Preparation for Band Competitions.** Before the start of Competition Season, Mr. Hammond will send home permission slips and other information as needed.

**Travel Protocols**

* Have all required forms on file in the band office in order to travel to a performance site. See page 2 for links to all the forms.
* All students must ride a bus for marching competitions unless other arrangements are made and approved in advance by Mr. Hammond.
* Be on time. Your tardiness delays the entire group.
* Leave the front seats open as needed for Mr. Hammond, staff and/or chaperones.
* Properly dispose of any trash.
* Assist with the loading and unloading of equipment. We can’t go anywhere until all equipment is loaded on the bus or truck, nor can we go home until everything is unloaded and stored in the band room. Many hands make light work!
* While away, use the buddy system and stay in groups of at least two band members at all times. Never leave the performance site.
* Students may check out from an event only with their own parent/guardian following the performance. Siblings, grandparents, aunts and uncles do not apply. In accordance with district policy, riding with a friend’s parents is also not permitted, unless authorized. The parent and student should see Mr. Hammond to be marked off the attendance list.
* If you cannot ride the bus due to a conflict in schedule, you may travel to the event with a parent only. Please communicate this with Mr. Hammond as early as possible before the event so he can plan accordingly.

The ***SCUSD Agreement for Team Participation Form*** must be completed by all Band and Color Guard students before the completion of Band Camp week. This and other important forms accompany the Band and Color Guard on all trips and make it possible for the student to be admitted into the nearest medical facility for immediate and proper care in case of an accident, injury or illness. In case a serious medical emergency arises, the student’s parents/guardians will be notified as soon as possible.

**AWARDS NIGHT**

Awards are earned, not merely handed out. At the end of the school year, the Band Boosters presents awards to those students and parents who have gone above and beyond what was necessary. With an organization so large, it is difficult at times to say “Thank You” and the Awards Night is basically one big thank you.

Students earn awards as determined by the Band Director, Drum Major, Section Leaders, and their peers. Students’ names may also be turned in for consideration to the Band Director by the Band Boosters President as a result of their outstanding contributions and participation in Band Booster-sponsored events.

Some of the different awards offered include:

* John Philip Sousa Award (overall outstanding musician)
* **Louis Armstrong Award (outstanding jazz musician)**
* Best Marching Award
* Most Outstanding Award
* Most Improved Award
* Rookie of the Year Award
* Band Scholarship

Parents may also receive recognition for their outstanding contributions to the Band and Color Guard. The Board and Mr. Hammond will accept, consider and endorse nominees for an award.

**SUMMER SCHEDULE**

For planning purposes, Band and Color Guard rehearsals typically begin on the Tuesday/Thursday after the 4th of July holiday. Band Camp, where attendance is mandatory, is typically held during the third full week in August.

**PROFESSIONALISM AND CLASS**

There are many aspects of demonstrating professionalism and class. The following guidelines are expected of all members.

**Conduct**

* Remember that your words and actions represent the integrity of the entire program.
* As part of the program, approach every situation with the utmost respect and humility.
* Remember, if something questionable or even confrontational occurs, there are people and procedures in place to protect your safety and the program’s reputation; do not think you must ever take matters into your own hands.
* If you disagree with the decision or actions of a fellow band member, student leader, staff member, parent, or any other student or adult, display professionalism by waiting until the appropriate time to discuss the matter with someone.
* When in doubt, demonstrate patience and discretion.
* Display and encourage the highest expectations for behavior during rehearsals and performances
* Always show respect towards oneself and others
* Be humble in success by demonstrating class

**Rehearsals, Competitions and Public Performances**

* Have all necessary items for rehearsal, concert performance or field competition (instruments, music, pencil, coordinate chart and any other required items)
* Have water, sunscreen, shoes, instrument/equipment issues addressed prior to start time
* Have drill and music for warm-ups; and the show and stands tunes memorized
* Arrive early to all rehearsals and performances
* Equipment should be clean and displayed in their best shape (shined, polished, taped)
* Slides, valves, reeds, or any other instrument accessories (including spares, if needed) should be in working performance condition
* Dress properly for the occasion
* Strive for personal and ensemble success
* Know and adhere to leadership ranks and roles
* Be prepared in all facets of performing by knowing your part (musically and visually)
* Know and follow proper reporting and call times
* Be completely ready for inspection
* Be in attendance for the entire day and duration of the event (usually the only exceptions include great illness or death in the family)
* Display your best behavior, while in and out of uniform (this is imperative in developing and maintaining the integrity of the program, which includes those who were once a part of the program, are currently part of the program, and who will be in the future)
* Maintain the highest level of class and represent the program with pride
* Know and follow all expectations of being prepared for and dismissed from a performance
* No member is permitted to leave or separate from the band until explicitly dismissed by the director, drum major, or a staff member
* Show professionalism by avoiding public displays of affection. PDA is not allowed at performances, competitions, football games, rehearsals, practices—in uniform, practice uniform, travel uniform or on buses. Do not do anything as a band student that you would not be comfortable doing in front of your parents and/or Mr. Hammond!

**Football Games**

* Remain with your section or assigned seating while in the stands or moving to the field
* Do not play at any time on your own; the drum major, designated student leader, director, or staff member will let you know when to play
* Display your best behavior at all times (even while on 3rd quarter break)
* 3rd quarter breaks will be conducted in the following manner:
  + Dismissed for break together (including front ensemble and Color Guard)
  + Be back in the stands, ready to play immediately upon the start of the 4th quarter.
  + Know and follow the approved manner of wearing bibs during the break
  + Know and follow the approved liquids and foods allowed while in uniform
  + Correctly fold uniforms, place shakos, and store equipment while not in use
  + Maintain proper behavior expectations
* Know and follow all expectations of being prepared for halftime/postgame performance
* Know and follow all expectations of being dismissed from the stands and band room
* Remain professional by refraining from all public displays of affection (PDA)
* Cheer in an appropriate manner
* Always follow the “buddy system”…never wander alone.

**MARCHING BAND FAQs**

**1. What should I bring to Band Camp?**

The weather will be sunny and hot so wear light colored and loose fitting clothing. Wear tennis shoes (no sandals), sunscreen, and a hat and/or sunglasses. Rehearsals will be outside unless otherwise stated. Bring a jug of water with your name on it and a sack lunch. You will need your instrument, sheet music, pencil, drill and drill chips. A flexible 3-ring binder with clean sheet protectors is needed for your music. Those in the battery will also need to purchase ear plugs due to the high decibel levels that result from playing a marching drum. The Band Boosters will provide water and snacks.

**2. What will we be doing in Band Camp?** Band Camp is our time to prepare our show so that every member will know their music and their positions on the field. A major part of your grade will be evaluation of your performance in these areas.

**3. What if I am unable to attend some of the Band Camp sessions?**  The drill is very difficult to learn if someone is missing, and even more difficult to make up. You need to let Mr. Hammond and the instructors know when and why you will not be in attendance at Band Camp. You should visit with coaches or sponsors about balancing Band Camp with other practices. Work schedules should be cleared. If you need a ride, you should call a friend or your section leader to arrange transportation. Note that absence from rehearsal may result in the student being moved to an alternate or non-performing drill position in the marching band program in order for the band to better learn the show.

**4. What will we do the first day of school?** We will practice and play. Plan to have your instrument, tennis shoes, music, drill and pencil.

**5. Do I have to memorize my marching music?** Yes. All marching band performances are performed by memory including our halftimes, competitions, and parades. If you memorize your music first, you will find that learning the marching techniques and field positions will be much easier.

**6. Can I be in band and still play in sports?** Of course! Communication is the key! Sometimes there are calendar conflicts. Please let Mr. Hammond and the instructors know ahead of time if you’ll be gone so that they can make appropriate arrangements. Home football games take precedent over our rehearsals, and performances come before sport practices. We’re happy to share time between band and other school organizations, but we have to be able to plan for your absence. Email Mr. Hammond for an excused absence; he may send you a makeup assignment.

**7. What if I have other questions about Band?** Seek out a Section Leader if you have any questions. They are upper classmen with extensive experience in the program and can answer your questions. You can also seek out the drum major, field conductors or instructional staff for assistance. Please ask questions if you are not sure about something -- we can't help you if we don't know that you need help or advice.

**JFK BAND TERMINOLOGY**

**Band Boosters** – Parent organization that supports the efforts of the JFK Marching Band and Color Guard.

**Band Boosters Meeting** – General meetings held the second Tuesdays in the Little Theater. All parents are encouraged to attend.

**Battery** – Percussionists who march on the field.

**Big Day of Giving** – A day reserved around the country where individuals are encouraged to make online donations to a community non-profit of their choice. The JFK Marching Band and Color Guard is a non-profit organization and participates in the annual Big Day of Giving campaign.

**Color Guard** – Flag, rifle & sabre performing group that presents the marching band’s visual program.

**Concert Band** – Non-auditioned inside band consisting of students in grades 9-12.

**Drum Line** – Marching band term for the percussion section including both the pit and battery.

**Fall Concert** – Fall showcase featuring the Orchestra, Jazz Band and Concert Band.

**Itinerary** – An overview of the day’s schedule for an upcoming competition. You’ll receive an email when the itinerary is available, or you can check the website to download a copy.

**Jazz Band** – Zero hour class where students learn jazz performance skills, jazz history and theory.

**JFK Middle School Invitational Concert** – JFK Concert Band showcase performance featuring middle school bands playing with the JFK Concert band.

**Little Cesar’s Pizza** – A quick and simple food provider to marching bands across the country. When timing and logistics are such that it is not feasible for the Band Boosters to host a meal, it will purchase pizzas to meet this need. For $5, students get pizza, drinks and snacks, and seconds too!

**Middle School Recruitment Tour**– Band visits feeder middle schools to recruit incoming 9th grade students to the band.

**Parent Participation** – The JFK Marching Band and Color Guard is a parent-participation based organization. *While we don’t expect every parent to provide the same amount of time and resources to the Program, we do expect every parent to actively participate by providing their time and resources in proportion to their ability to do so*. The success of the Band and Color Guard Program is premised on every band parent helping in some manner – from hands-on help at events, monetary donations, and donations of goods and services, to volunteering to lead the planning of an event or activity or serving in a board or committee position. There’s a spot for everyone to help. If you’re not sure how you or where can help, just ask one of the board members or a committee chair.

**Pit** – Formally known as the *front ensemble*, this is the stationary percussion ensemble located along the front sideline closest to the audience. If this group marches, it is typically during parades.

**Pops Concert** – Year-end showcase featuring the Jazz Band, Concert Band, Choir and Orchestra.

**Rehearsathon** – A 12-hour field show practice and fundraiser for the Marching Band.

**Spaghetti Dinner Fundraiser** – Complete Spaghetti Dinners cooked by Band Boosters. Tickets are sold in advance and purchasers “drive-through” the parking lot to pick up their dinners on the way home from work.

**Spring Concert** – Spring showcase featuring the Jazz Band, Concert Band, Choir and Orchestra.

**Super Saturday Rehearsal** – Intense 3-hour field rehearsal on a Saturday morning.

**Sign-up** (formerly Volunteer Spot) – Web-based sign-up sheet used by the Band to solicit parent volunteers and food supplies to feed the band during competitions and major band events.

**Winter Concert** – Winter showcase featuring the Choir, Orchestra, Jazz Band, and field show music from the Marching Band.

**Winter Guard** – Color Guard performing to pre-recorded music in a gym during the winter season. This extra-curricular group forms in December and ends in early April at CHAMPS.

**Winter Percussion** – Drum Line performing a live, visual music program in a gym during the winter season. This extra-curricular group forms in December and ends in early April at CHAMPS.

**MARCHING BAND VOCABULARY**

*A guide to the foreign language of marching band*

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| --- | --- |
| **ABOUT FACE** – (also right & left) military turn in place, not often used today  **ABOUT TURN** – (also right & left) turn body facing 180o (or 90o)  **ALIGNMENT** - dress by rank and cover by file  **ANTICIPATION** - beginning a movement early  **ARC** - a curved formation which is part of a circle  **AT EASE** – relaxed position in place, no talking  **ATTENTION** - the basic standing position  **BACK or BACKFIELD** – the side of the field opposite the press box  **BY THE NUMBERS** - to rehearse a maneuver by counting or calling steps aloud  **CHOREOGRAPHY** – any physical movement other than drill  **CLEAN** – to make precise (*adj*. precise)  **COLUMN** - a line of individuals, one directly behind the other  **COMPANY FRONT** - standing or moving in a lateral line, in a large form  **COVER** - the straightness of a line of individuals front to back (*v*. to align)  **CURVILINEAR DESIGN** - any design utilizing arc or curved segments  **DIAGONAL** – two or more members in line at an angle to the yard lines  **DISTANCE** - the space between members from front to back  **DRESS or GUIDE** – check the straightness of a lateral line, standing or moving  **DRIFTING** – gradually shifting out of position  **FALL IN** - take up position in formation designated  **FLANK** - abrupt change of direction 90o to the right or left, by each individual or rank  **FILE** - a line of individuals, one directly behind the other  **FLOATING TURN** – an advanced technique to change direction while in motion  **FOLLOW THE LEADER** - a group of people that are led in a predetermined path  **FRONT** – towards the press box side of the field  **GATE** - the movement of a form with one end fixed as a pivot  **GRID SYSTEM** – the mathematical subdivision of the football field into steps  **HALT** - individual or group stopping all movement  **HESITATION** - beginning a movement late  **HIP SHIFT** – an advanced technique to change from forward to backwards march  **HIT** - a major impact point in the show  **HOLD or FREEZE** - stand in place, no motion  **HORNS or HORNLINE** - all wind instruments | **HORNS UP (DOWN)** - maneuver to bring instruments to playing position (or down)  **HORNS TO THE BOX** - horns are raised at an angle towards the press box  **INTERVAL** - the space between members side to side  **JAZZ RUN** – a technique to cover large distances with large step size  **LEFT (or RIGHT) GUIDE** - band member at extreme left (or right) of rank  **MARK TIME** – marching (foot motion) in place  **OBLIQUE** - a movement or facing not 90, 180, 270 or 360 degrees to original line of march  **PARADE REST** – a relaxed position of attention, no talking  **PHASING** – lack of group precision or timing, musically or visually  **POSTURE** - carriage or bearing  **PRECISION** – uniformity of movement  **PREPARATORY COMMAND** - tells you what to do before you start  **PUSH** - a major impact point which directs sound and moves toward the audience  **RANK** – group of three or more members side to side, usually within a block formation  **READABILITY** - the clarity of the design presented on the field  **ROTATION** - taking a form and moving it about on any point or axis  **SEQUENCE** – the same movement or segment repeated at different times, visual or music  **SLIDE** – instruments and shoulders face 90o to the right or left of foot direction, usually to front  **SMOOTH** – a gradual movement executed in one or two counts  **SNAP** – a quick movement usually executed in a half a count  **SPACING** – the physical distance between members in any direction  **SQUAD** – grouping of three or more members into a unit  **STACKED FORMS** – grouping of similar forms layered front to back  **STAGE** – to present an individual or group (verb), the area of presentation (noun)  **TIMING** – precision  **TOUCH AND GO** – a technique to change directions, usually 180o  **TRACKING** - basic marching in block form while playing exercises and show music segments  **WHEEL** - the rotation movement of a form while maintaining the form 8 to 5, 16 to 5, etc. – number of equal sized steps per 5 yards |

**BAND PROGRAM OVERVIEW**

**OUR VALUES**

The John F. Kennedy High School Marching Band and Color Guard Program continuously strives to attain and build upon the following standards:

* Showing complete and total respect to all members of the John F. Kennedy Band and Color Guard Program and all other bands.
* Displaying ourselves in a professional, classy, and humble manner, both, in and out of school.
* Being proactive and fully prepared to work at every rehearsal and competition; and of course,
* Enjoying every moment spent together by encouraging each other and using teamwork to achieve the common goal of success and pride in ourselves, one another, and the program as a whole.

It is vital that students and staff show respect for one another. No degrading or offensive language is tolerated. It is the goal of the staff and students to build up rather than tear down. The members of the John F. Kennedy High School Marching Band and Color Guard Program are expected to conduct themselves with the utmost classiness, humility, and professionalism. Students will remember that they are not only representing themselves, but also their fellow band members, band director, staff, and school. Violations of this include, but are not limited to the following: excessive celebration upon victory; obvious public display of disappointment or anger upon loss or undesirable rating, score, or performance; expression of contempt or condescension toward other bands or fellow ensemble members; and any other inappropriate or immature reactionary behavior. This expected conduct holds true not only within the walls of John F. Kennedy High School, but also at any other venues or travel destinations. Exceptional behavior is expected everywhere in school, from the classroom to the rehearsal field to the football field and bleachers.

Students will keep in mind that it is just as important that we as a program are exemplary musicians as well as honorable and dignified people in general. Every member of the John F. Kennedy High School Marching Band and Color Guard is expected to be fully prepared for every band event and be proactive outside of the band room. Punctuality is imperative for every rehearsal, football game, competition, and any other performances. Students are expected to arrive on time (preferably at least 30 minutes prior to scheduled call times) and have all needed materials (instruments, individual water jugs, guard equipment, etc.) to be successful. This also includes taking care of any issues with instruments, music, or anything else before rehearsal to further the productivity of the band.

It is essential that every band member is completely focused at every rehearsal and maintains a positive attitude so that the band can accomplish as much as possible. Band members who choose to have a poor attitude and lack of willingness to work will only hold the band back. Finally, let us not forget to enjoy the company of one another and the immense joys brought from this program. We strive to have fun while maintaining these common core values wherever we may travel with this program.

**LEADERSHIP HIERARCHY**

Ultimately, we all share the same goals and help encourage each other towards successes on and off the field. Leadership roles are established to delegate responsibility and duties for maximum efficiency, effectiveness and organization. Knowing and respecting the roles of every leader is an integral part of the program—and furthermore, in life. Please understand that the roles are not intended to be positions of unlimited or demeaning power. Knowing the ranks and who is responsible for you is important for leadership and members alike. We are all busy, and feel our problems are immediately concerns for Mr. Hammond, but the hierarchy will help direct you to the appropriate person who can help or advise you. Furthermore, if you are not a part of a particular student-leader’s or staff member’s section, but are instructed or asked to do something by this leader, you are still expected to comply.

In being a student leader, one is expected to take an active responsibility for his or her respective section. This means taking the proper actions to communicate expectations of behavior, being prepared, and motivating those in your section. If someone in your section does not fulfill any requirements or duties, you are expected to stand in for them and get the task done. Conversely, when someone in your section succeeds or is commended, know that it is a direct result of the example you set and strive to project.

**Band Director**

(Mr. Hammond)

|

**Instructional Staff**

|

**Drum Major**

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**Field Conductors**

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**Section Leaders**

Brass

Woodwind

Percussion

Color Guard

**LEADERSHIP ROLES**

**Instructional Staff**

Coordinates with the Band Director to schedule and pace rehearsals. As members of the JFK faculty, they are responsible for their section’s preparation and success as well as making observations about other sections. We have a varied and talented staff and will make use of those talents in a way that will help us grow as people and performers.

**Drum Major**

Always sets the example of proper rehearsal etiquette. The Drum Major acts as the “central” voice during rehearsal, where to start, where to end, etc. Instructions given by the Drum Major are to be treated as if they came from Mr. Hammond or one of the instructional staff.

**Field Conductors**

Always sets the example of proper rehearsal etiquette. He or she will be prepared to conduct the show, in case of illness or injury to the Drum Major. He or she may conduct the pep-band in the stands during football games.

**Section Leaders**

Always sets the example of proper rehearsal etiquette. A section leader’s primary role is checking musical parts (preparedness and memorization) and coordinate charts. Section leaders will listen to section members play parts and make corrections in pitch and rhythm. Additionally, they will check dot books, assuring they are updated and annotated accurately. Section leaders are available to “troubleshoot” or assist students facing any challenges.

**STUDENT LEADERSHIP DUTIES**

General student leadership duties include, but are not limited to:

* Assist band director and instructional staff
* Set exemplary standards of behavior
* Exhibit great pride and enthusiasm
* Display and maintain the integrity of the program
* Facilitate positive attitudes
* Demonstrate responsibility for actions/behavior of represented section(s)
* Show utmost respect and demonstrate great character at all times
* Be the first to arrive for rehearsals and performances
* Remain until all students have left
* Attend any and all officer meetings
* Remain in the highest academic and behavior standing with teachers and school
* Lead by example

**JFK PERFORMING ARTS GROUPS OUTSIDE OF THE MARCHING BAND**

Outside of Marching Band, the following performing arts groups comprise the JFK music program:

* **Choir** – Class where students learn choral performance skills, history and theory
* **Concert Band** – The Marching Band transitions to the Concert Band after the marching season.
* **Jazz Band** – Zero hour class where students learn jazz performance skills, history and theory
* **Orchestra** – Zero hour class where students learn orchestral performance skills, history and theory
* **Winter Guard** – Color Guard performing to pre-recorded music in a gym during the winter season. This extracurricular group forms in December and ends in early April at Champs.
* **Winter Percussion Ensemble (Drum Line)** –Drum Line performing a live, visual image program in a gym during the winter season. This extra-curricular group forms in December and ends in early April at Champs.