

Lahainaluna High School Music Performing Arts Handbook 2016-2017

Concert Band
Marching Band
Concert Choir
Jazz Band

Lahainaluna High School Music Department
Lahainaluna High School
980 Lahainaluna Road
Lahaina, HI 96761

August 2016

Aloha!

Welcome back to a new year here at Lahainaluna. I hope everyone's summer was an enjoyable one. Now that the days of late nights, sleeping in, going to the beach, or (for some of us) working long hours are over, we start a new year hopefully ready and eager to learn and grow.

The purpose of this handbook is to help you and your parents or guardians understand what being in the Lahainaluna Music Department is all about. Contained in this handbook is very important information to ensure you and your child's journey through music and music education is an enjoyable and safe one. Please keep this handy as it will be beneficial to you in the future.

I am looking forward to working with you students and parents. Please feel free to contact me if you have any concerns. For IMMEDIATE correspondence, please contact me through my school email: Myron_Carlos@notes.k12.hi.us

Welcome back and let's have a great year!

Mahalo,



Myron K. M. Carlos
Music Director

CONTACT

- * **Email:** Myron_Carlos@notes.k12.hi.us (*preferred during school hours*)
- * **Facebook:** Lahainaluna High School Music Performing Arts: www.facebook.com/groups/183349878218/ (*preferred during non-school hours*)
- * To receive **Text Messages**, text: **@lahain** to **81010** or **(443) 348-8698** and follow the directions that get texted back to you
- * **Website:** www.lahainalunamusic.org
- * **Office Phone:** (808) 662-4000 ext. 313

Music Department Mission & Philosophy

Our Mission

To accord all students with rich experiences, a rigorous curriculum, and respect and appreciation of the fine arts through music of performance; to be lifelong stewards of musicality through music performance.

Our Philosophy

Preparation

Preparing young adults for light outside of high school is one of our goals. Whether it is a future in music, school or trade, we strive to prepare students for the real world through teamwork, discipline, promptness, punctuality, humbleness, appreciation and respect.

Professionalism

Just as instructors are expected to present themselves in a professional manner so, too, our students are expected to display professionalism. There is a time and place for all actions. Respect before personal conviction.

Performance

Performing on stage to exhibit one's talents and efforts is a privilege and an ultimate goal. Understanding that the performance is a culmination of months of hard work, but for one moment in time must be performed as flawless as possible; students will participate in opportunities designed for various purposes.

Pride

Feeling a sense of accomplishment; knowing that you have given your best; representing Maui, Lahaina, Lahainaluna, and yourself with dignity, are our facets of pride.

Do what you have to do!



Music Department Overview

The Music Department offers programs for students who wish to learn and/or continue performing instrumental music and/or vocal music in our Band and Choir programs. Students will learn and build upon prior knowledge related to their unique discipline(s) and perform in public venues music of differing genres, eras, styles and purposes. Also covered will be music theory and performance etiquette. Afterschool and out-of-school activities are a part of the curriculum.

Supplies

ALL students are responsible for providing their own:

- Folder Paper
- Pencils/Erasers (no pen please)
- Folder
- \$5 Music Department dues
- Uniform (see section "Dress Policy")

In addition to the above list, the list below is for specific students in the music department.

Brass: mouthpiece, 2 small rags/towels (not paper towel)

Woodwinds: mouthpiece, ligature, reeds, small rag/towel (not paper towel), plastic bag (Marching)

Percussion: practice sticks (snare), personal sticks/mallets (Marching)

Guitar / Bass: Instrument, strings, strap, picks

Some items may be purchased from the director but quantities are extremely limited. Please check with the director before purchasing something on your own.

Equipment Rental Policy

Due to limited inventory, students who own their own instrument and or accessories are highly encouraged to use it. However, if you must borrow school equipment:

- Keep the instrument in working and good condition
- Regularly clean the instrument and report any concerns to the Director
- Any damage aside from normal and typical wear and tear even if accidental, it is the student and or student's family's responsibility to pay for the repair and/or replacement of said equipment
- Equipment not returned by the end of the school year becomes a withhold and/or police report filed as stolen property

Performance Ensembles

Concert Band

The concert band is a performing ensemble consisting of several members of the woodwind instrument family, brass instrument family and percussion instrument family. Its various repertoires include original wind compositions, arranged classical items, light music, and popular tunes. Though the instrumentation is similar, it is distinguished from the marching band in that its primary function is as a concert ensemble. The standard repertoire for the concert band does, however, contain concert marches. Afterschool and out-of-school activities are a part of the curriculum.

Marching Band/Pep Band

The marching band is a group of performers that consist of instrumental musicians and dance teams/color guard who generally perform outdoors and incorporate some type of marching and other movements with their musical performance. Instrumentation typically includes brass, woodwinds, and percussion instruments. In addition to traditional parade performances, the marching band also performs field shows at special events (such as football games) or at festivals and competitions. The Pep Band is the marching band when not marching. General duties are to provide entertainment at various events such as assemblies and sporting events. Afterschool and out-of-school activities are a part of the curriculum.

Concert Choir

The concert choir is an ensemble specializing in vocal music. Its various repertoires include original vocal compositions, arranged classical items, light music, showtunes, pop music, secular and sacred music. Singing in different languages is also common and choreography may be implemented. Afterschool and out-of-school activities are a part of the curriculum.

Jazz Band

The jazz band is an ensemble that generally performs Jazz literature and stage/dance band arrangements. Instrumentation is usually (but not limited to) a horn section (consisting of trumpets, trombones, saxophones) and a rhythm section (consisting of percussion, piano, guitar and bass). Vocalists are often utilized as well. Afterschool and out-of-school activities are a part of the curriculum.

Grading

Every student will be assessed under these guidelines. It will reflect the student's grade for the Quarter. Semester grades are an average of the raw scores of two Quarters. Year grade is determined by the average of the raw scores of two Semesters.

Each Quarter, every student's grade in the **Concert Band**, **Concert Choir** and **Jazz Band** will be calculated within the following criteria:

Performances 25%
Practice Chart 25%
Attendance/Aptitude 20%
Performance Tests 15%
Rehearsal/Sectional 10%
Assignments 5%

Marching Band/Pep Band students will be graded on these criteria:

Performances 50%
Attendance/Aptitude 50%

Performances

Throughout the year, the student will be involved in several performances. The performance is to showcase what they have learned and worked on during class and afterschool rehearsals. It is a culmination of what they have learned, much like a final. Students may be removed from a performance based on any of the grading criteria resulting in a "0" (zero) for this portion of the student's grade. A student may also be denied performance by recommendation of the director.

Practice Chart

Practice Charts can be printed off the website in the "Student Resources" section or by typing this into your browser:

www.lahainalunamusic.org/uploads/6/6/3/2/66328107/practicechartblank.pdf

The student is required to practice at least 100 minutes a week outside of classtime either in bandroom or at home by themselves or in groups. Students are to complete a practice chart weekly. If a practice chart is done at the bandroom, the instructor will initial next to the time recorded by the student. If a practice chart is done at home, a parent or guardian will initial next to the time recorded by the student. Time playing in scheduled class or rehearsal does not count towards practice chart time. Student run sectionals do count for practice chart time.

Students who either do not turn in Practice Charts and/or do not do the required 100 minutes a week may be removed from a performance. Sample Practice Chart here:

Practice Chart

Name _____ Period _____ Quarter _____

Directions: In the upper left corner of each box, place the date (month/day). Indicate how many minutes practiced in the correct, corresponding date. Have a Parent/Guardian or Director initial in the box as well indicating that they are witness to you practicing. At the far right box, total your practice chart time. The boxes in the "Total" column do not require an initial. Turn in IMMEDIATELY following a weekend. If absent, personally show to a director. A MAXIMUM of 100 will be recorded for your quarter grade. NOT FOLLOWING THESE DIRECTIONS OR NOT BEING CLEAR WILL RESULT IN NO CREDIT.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	TOTAL
SAMPLE							

Attendance/Aptitude

This portion entails individual student attitude and performance in class. This includes how hard and how well a student does in class. Frequent tardies and forgetting class supplies will affect this portion of the student's grade. Students who are frequently cutting class may be removed from a performance.

Performance Tests

Performance tests are administered to assure that the student is practicing and improving. We cannot help the student unless he/she helps himself/herself first. Testing criteria and procedures vary depending on content being tested on.

Rehearsal/Sectional

Students are required to attend scheduled afterschool/out-of-school rehearsals and sectionals. Rehearsals are done when the choir is in full attendance. Sectionals are done with select groups of the choir by the director. Rehearsals/Sectionals begin roughly 2 weeks to a month before any major concert. A schedule will be provided within an adequate time for the student to arrange drop off and pick up times and for their work schedule should they have a job. Student-run sectionals may fall under this criterion however (at Director's discretion). Repeated absences will be recorded and parents will be notified of the possibility of their child being removed from a performance. Students who are frequently not reporting to rehearsals and or sectionals may be removed from a performance.

Assignments

This includes any worksheets, forms or notices that the student brings home to work on. This includes written assignments, permission forms, fundraisers, etc.

Grading Scale

- A – 90% and better
- B – 80-89%
- C – 70-79%
- D – 60-69%
- F – 0-59%

Grades are rounded to the nearest percent (ones place)

As per the State of Hawaii, ALL Hawaii Public Schools have adapted the HCPS III standards and benchmarks as the required curriculum for classroom teachers. <http://standardstoolkit.k12.hi.us/index.html>

Extra Credit

Extra Credit is rarely available so when the opportunity presents itself, it would be wise for students to do take it. Extra credit varies in point values and may not be available to every student.

Dress Policy for Performances

As with many performing groups, being in uniform is a necessity. It provides students a sense of identity, honor, belonging, equality and a sense of mutual growth. Being in uniform ties all the individuals of the group into one cohesive ideal and that each individual is an important asset to the group as a whole. *Subject to change*.

FORMAL ATTIRE:

Concert Band

Ladies option 1: tucked in white, collared dress shirt; BAND black bow tie; BAND red blazer; BAND long black skirts; black heels; stockings are optional (natural or black colors only); No obscene, bawdy or unnecessary jewelry or accessories; natural colored and appropriately styled hair

Ladies option 2: tucked in white, collared dress shirt; BAND black bow tie; BAND red blazer; long black dress pants/slacks; black heels; optional black belt (no logos/names on buckle); stockings are optional (natural or black colors only); No obscene, bawdy or unnecessary jewelry or accessories; natural colored and appropriately styled hair

Men: tucked in white, collared dress shirt; BAND black bow tie; BAND red blazer; black slacks, long black socks; black dress shoes; black belt (no logos/names on buckle); No obscene, bawdy or unnecessary jewelry or accessories; natural colored hair (Men with longer hair are required to tie hair back)

Concert Choir/Jazz Band

Ladies: CHOIR black dress; black heels; stockings are optional (natural or black colors only); No obscene, bawdy or unnecessary jewelry or accessories; natural colored and appropriately styled hair.

Men: tucked in solid black button down dress shirt (no polo shirts, short or long sleeved); solid black slacks, long black socks; black dress shoes; black belt (no logos/names on buckle); No obscene, bawdy or unnecessary jewelry or accessories; natural colored hair (Men with longer hair are required to tie hair back)

Pep and Marching Band

Class A:

Woodwinds, Brass, Percussion, Pit: Aussie (except Pit); red ostrich plume; plain white t-shirt; marching jacket; marching bibbers; long black socks; black marching shoes; black gauntlets; black gloves; long hair must be hidden; no jewelry visible (including earrings)
Colorguard and Majorettes: TBA

Class B:

tucked in red polo shirt; black slacks/dress pants; black belt (no logos/names on buckle); long black socks; black marching shoes; No obscene, bawdy or unnecessary jewelry or accessories; natural colored and appropriately styled hair; optional red Marching Band hoodie.
Majorettes: TBA

ALOHA ATTIRE:

Ladies option 1: Aloha print dress (skirt MUST cover the knees when standing, no slits, mid area not showing); dress heels; stockings are optional (natural or black colors only); No obscene, bawdy or unnecessary jewelry or accessories; natural colored and appropriately styled hair; (optional complimentary jacket/coverup)

Ladies option 2: Aloha shirt (short or long sleeved); black, white or tan skirt or slacks (skirt MUST cover the knees when standing, no jeans, capris okay); mid area not showing; complimenting belt; dress heels; stockings are optional (natural or black colors only); No obscene, bawdy or unnecessary jewelry or accessories; natural colored and appropriately styled hair; (optional complimentary jacket/coverup)

Men: Aloha shirt (short or long sleeved); black, white or tan slacks; complimenting belt; dress shoes; matching socks; No obscene, bawdy or unnecessary jewelry or accessories; natural colored hair (Men with longer hair are required to tie hair back)

NOTE: Aloha print is NOT floral print.

MUSIC DEPARTMENT T-SHIRT ATTIRE:

Music Department T-Shirt (purchase); clean blue jeans (no holes, tears and/or acid washed finish); complimenting belt; clean sneakers; socks; No obscene, bawdy or unnecessary jewelry or accessories; natural colored and appropriately styled hair; long hair required to be tied back)

Violation of ANY part of this dress policy may result in an immediate removal from the performance unless otherwise previously cleared by the Director resulting in a 0 (zero) for the performance part of the grading criteria.

Purchases Checklist

For your convenience, this is a checklist of what each Music student will need to purchase. Exact prices for Music Department purchases will be made available at a later date. Any questions or concerns, please contact the Director IMMEDIATELY.

	Concert Band	Concert Choir	Jazz Band	Marching Band
Instrument/Equipment	P / \$M / \$	P / \$M / \$	P / \$M / \$	P / \$M / \$
Instrument Accessories	P / \$M / \$	P / \$M / \$	P / \$M / \$	P / \$M / \$
Music	P	P	P	P
Red Jacket	P			
Music Department T-Shirt	\$M	\$M	\$M	\$M
Tie	P		P	
White Dress Shirt	\$			
Black Dress Shirt		\$	\$	
Black Skirt	P			
Black Dress Pants	\$	\$	\$	\$
Black Concert Dress (girls)		\$M	\$M	
Aloha Attire	\$	\$	\$	\$
Black Socks	\$	\$	\$	\$
Dress Shoes	\$	\$	\$	
Marching Polo				\$M
Marching Hoodie (optional)				\$M
White T-Shirt				\$
Marching Shoes				\$M
Belt (optional)	\$	\$	\$	\$
Marching Class A				P
Guard Uniform				\$M
Majorette Uniforms				\$M
Black Gloves				\$M

P = Provided

\$ = Purchase on your own

\$M = Purchase through Music Department

Blank = Not Needed

Absence and Tardy

This section deals particularly with events that are outside typical school days and hours. At no time is the State of Hawaii, the Department of Education, Lahainaluna High School, Lahainaluna High School Music Program or any of the mentioned's affiliates responsible for a student who is in transit to and/or from an event or not in attendance. Absences and tardies during school/class time will be handled in accordance to the school policy on attendance (see student planner for attendance policy).

If a student is either (1) absent, (2) tardy to or (3) leaves early from a rehearsal, sectional and/or performance without proper clearance from the Director more than once, they will be removed from the performance resulting in a "0" (zero) for that portion of their grade.

To prevent a student from being removed from a performance due to their attendance an EXCUSED ABSENCE REQUEST FORM must be submitted at least 1 month prior to a performance conflict, 2 weeks before a rehearsal conflict or 48 hours after an emergency absence. Excused Absence Request Forms can be found in the shelf near the bandroom main door. Acceptable reasons will be considered on a case-by-case basis. Further information may also be requested (i.e. trip itinerary, doctor's note).

NOTE: Although a student is removed from a performance due to attendance, to prevent further lowering of grade, the student MUST still attend rehearsals.

To make up for an excused missed performance, the student must make it up with a written assignment. Topic needs to be discussed with the Director.

Trips, doctor appointments, outings, or anything of the sort should be scheduled accordingly to the best of your ability to not conflict with the student's education. Students are also expected to assist in the loading and unloading of equipment prior to and immediately following any performance. They are also responsible for assisting in the setup and breakdown of the venue. If there are some things already in conflict feel free to discuss it with the director.

ALL REQUEST OUTCOMES ARE SUBJECT TO THE DIRECTOR'S DISCRETION. JUST BECAUSE YOU COMPLETE THE FORM, IT DOES NOT NECESSARILY MEAN YOU ARE EXCUSED.

ABSENCE REQUEST FORMS LOCATED IN THE "STUDENT RESOURCES" SECTION OF THE WEBSITE OR CAN BE FOUND AT THIS ADDRESS:

http://www.lahainalunamusic.org/uploads/6/6/3/2/66328107/excused_absence_form.pdf

Section Leaders

Section Leaders are student members of the Music Department selected on the discretion of the Director. The role of the section leader is to keep the general demeanor of their section productive and positive. They are responsible for keeping their section well informed and well prepared. Section leaders are currently being worked out and will be posted on the Music Department website (www.lahainalunamusic.org), facebook page, as well as in the bandroom. Students are asked to cooperate and work with their section leader to maintain a high level of music excellence.

Music Department Officers

The Officers are the student leadership board that aids in providing services and activities for the students in the Music Program.

MANAGER: Jalen Baraoidan

ASSISTANT MANAGER: D-Antra Rasario

SECRETARIES: Ofeina Filikitinga, Citlaly Ramirez

TREASURERS: Abraham Garcia-Beteran, Owen Pendergast

LIBRARIAN: Jaycha Abut, Jordan Shibao, Chase Uyeda-Aoki

HISTORIAN: Nicole Turno

EQUIPMENT MANAGER: Zachary Cabingas, Pablo Cruz

UNIFORM MANAGER: Jannah Ingan, Christina Tadeo

Drum Major: Jalen Baraoidan, Citlaly Ramirez

Maui District High School Band Association

The Lahainaluna High School Band Programs participate in the activities of the Maui District High School Band Association (MDHSBA). Bands from Baldwin, King Kekaulike, Lanai Elementary and High, and Maui High Schools are also involved with the MDHSBA. The MDHSBA has, in the past, hosted the Maui District High School Music Festival and the Maui District High School Marching Band Festival. It provides an opportunity for the High School Bands to share talents with other students from around the Maui District through performance and camaraderie.

Student Expectations

ALL LHS MUSIC STUDENTS ARE EXPECTED TO:

1. Be respectful at all times
2. Be honest
3. Be prompt (ON TIME)
4. Communicate
5. Do well in ALL their classes
6. Adhere to all school and classroom rules
7. PRACTICE and IMPROVE
8. Care for ALL instruments and equipment
9. Elevate and support each other

Parent Expectations

In order to assist in the music making experience for your student, LHS Music PARENTS are expected to do the following:

1. Parents will bring student to ALL scheduled rehearsals and performance events in a timely fashion.
2. Parents will ensure that the student's instrument is (including voice) kept in pristine working condition with all necessary repairs and equipment.
3. Parents will support student achievement in LHS Music Department by observing and enforcing home practice.
4. Parents will ensure that all student forms are completed as required on time.
5. Parents will support student achievement in music through attendance at concerts and performance events.
6. Parents will communicate with the Music Director regularly to relay pertinent information regarding the student music experience and home concerns.
7. Parents will support the success of all Music Students.

Health and Medical Concerns

Please keep your child's medical records up to date with our school's health aide. Because of the nature of this program, students often meet outside of the regular school day and there may be a case where a health/safety situation arises and we cannot share that information. We respect you and/or your child's privacy so we ask that you please share with the Director any medical concerns you feel are pertinent and acceptable. Anything that will help us maintain safety among all the students would be appreciated. This information will be kept private and not discussed hereafter.

Classroom Rules

- All rules can be redressed at the discretion of the director.
- The adult in charge is RIGHT.
- Come prepared—Mentally and Physically and before the tardy bell rings.
- Respond with a clear and articulate voice.
- Footwear must be removed and placed on the shoe racks upon entering the room.
- No food, drink, gum chewing allowed. Water in a re-sealable, spill-proof container is allowed.
- All food items must be consumed either outside or in the office and disposed of in the trash cans located OUTSIDE of the building.
- Unless prearranged, NO students are allowed in the office if no appropriate adult is present.
- Remove shades/sunglasses and hats/caps while indoors.
- Raise your hand if you wish to speak, otherwise, remain quiet.
- Put things back where you got them from before leaving the room.
- It is everyone's responsibility to keep the room clean.
- Ask before going to the restroom. Please try to use it either before school, during recess or lunch. More than 5 minutes is considered a class cut.
- Phones are to be used in a responsible fashion.
- No games of any sort allowed during instruction.
- Don't touch equipment that is not yours. Don't even move it.
- Use equipment for what it's intended for.
- Officers and Section Leaders are the only students allowed to use the dry erase pens and board/calendar and the only students allowed to access the Music Library room.
- Copy machine is available for use. Clearance from the Director, an Officer or Section Leader required.
- Practice rooms are for practicing only. DO NOT block the window and leave the lights ON.
- The Bandroom is open during non-class times for practicing, homework or office work only.
- Admittance to the Bandroom during unscheduled classes MUST be accompanied with a note from sending teacher or have previously planned arrangements.
- Students can only use the office phone afterschool. NEVER during school hours.
- Non essential items left in lockers, practice rooms or the bandroom will be disposed of every quarter.
- All school rules apply.

Bus Rules

- The Driver is ALWAYS right.
- Be VERY respectful to the driver. Get to know who they are.
- Respect the adults and chaperones on board.
- Exercise self control on the bus.
- Respect bus riding "traditions" (Alma Mater, cheers, etc.)
- No food, drink, gum chewing, or water unless it's okay with the Driver.
- Headphones are used with media players. NO LOUD SPEAKERS.
- No instruments played on the bus.
- Keep your volume to a reasonable level.
- Leave the bus in BETTER condition than when we got there.
- No personal belongings (including yourself) are to be physically out of the bus at any time.
- Stay seated.
- Follow the posted rules unique to each bus.
- All school rules apply.

Concert Etiquette

- Dress appropriately
- Show up early
- Don't eat or drink
- Be silent during pieces
- Applaud between pieces
- Excuse yourself for excessive noise (coughing, baby crying, etc)
- Pay attention to the performance ONLY

Guidelines while in Public

The following guidelines pertain to the standards which will be enforced for all members of the Music Performing Arts Program as they represent Lahainaluna at concerts, festivals and affiliated events. As the students are most visible in uniform, members must constantly strive to make a good impression.

- Do not remove any part of the uniform without permission of an adult helper, section leader or director.
- Improper conduct will never be tolerated.
- Profanity and/or inappropriate conversations of any kind is forbidden.
- Public displays of affection are not allowed while with the group.
- When traveling by bus, students are required to be on the bus. Driving is not permitted unless cleared with the director and has submitted a student driver form (available from the director) for the State of Hawaii.
- Remain in assigned area while in the audience. Moving around is not permitted.
- Homework, reading, laptops, gaming devices, and cell phone use is not permitted during performances.
- Food and drink allowed only at the appropriate time.
- Non-Music Department friends or relatives are not permitted to sit with you in the designated area.
- Show respect for all other groups performing, as they have worked just as hard as you.
- Rude comments and public criticisms are inappropriate and immature.

Constant infractions of the expectations, rules and/or guidelines will result in referral to school administration. Any contraband items will be confiscated and redeemable by a legal parent or guardian of the respective student. Non-redeemed items will be sent to the main office at the end of each school week. Damaged property due to negligence will be reimbursed by the party responsible. School administration may also be contacted. These rules are nonnegotiable.

Have a question? ASK! It's easier for everybody if things are done BEFORE (earlier the better) instead of AFTER.