

Desert Vista High School

Thunder Band

Jazz Program Handbook

2013-2014

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I have read all rules and policies as described in the jazz band and locker/instrument checkout sections of the band constitution and agree to support them. I agree to fulfill any and all student or parent/guardian obligations as described in the following document. I understand that all rules and policies will be enforced equitably and consistently by the director, staff and student leaders of the Desert Vista Band in the administration of a safe and successful band program.

Parent/Guardian Print Name

Student Print Name

Parent/Guardian Signature

_____/_____/_____
Date

Student Signature

Fee Paid [] Check # _____

turn in the next 3 pages only if you are not a member of marching band

Band: ☐ Tuesday
☐ Wednesday
☐ Thursday

D.V.H.S. JAZZ BAND
TRAVEL AND MEDICAL RELEASE
For the school year June 15, 2013 through June 15, 2014

Staple a small
photo of
student here

CONTACT INFORMATION

Last Name	First Name	Middle Initial	Student ID#
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Address	City	Zip	Home Phone
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Parent/Guardian E-mail address _____

Mother/Guardian Name	Home Phone	Cell Phone	Work Phone	Pager
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Father/Guardian Name	Home Phone	Cell Phone	Work Phone	Pager
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EMERGENCY CONTACT (Person other than parents who can answer on your behalf in an emergency):

Name	Relationship	Home Phone	Work Phone	Other
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Family Physician	Address	Phone
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Dentist/Orthodontist	Address	Phone
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PLEASE INITIAL YOUR CHOICE BETWEEN THE FOLLOWING TWO INSURANCE OPTIONS:

OPTION 1 _____ (Initial here)

I/We affirm that I am/we are the parent or legal guardian of the above-named student. I/We request that the above-named student be exempt from the school accident insurance requirements for the students participating in music activities. I/We represent that the above-named student is currently covered during the present school year by a medical insurance policy which provides protection at least in the equivalent sums and coverage as the policy offered by the school. This includes coverage in the event of injury in a school supervised activity.

Insurance Company	Policy Number
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OPTION 2 _____ (Initial here)

I/We desire insurance that will fulfill the school accident and insurance requirement. (This insurance application must be picked up at the school activities office or bookstore – it is your responsibility to ensure it is properly processed.) I/We have read and understand the information contained on this form.

STUDENT BEHAVIOR: I UNDERSTAND IF I BREAK THE RULES, CAUSE ANY EMBARRASSMENT OR TROUBLE, THE FOLLOWING DISCIPLINARY ACTION WILL BE TAKEN:

1. I may be sent home, at my own expense, at the earliest possible opportunity. I will be chaperoned home, and will pay the chaperone's expenses home.
2. I may be dropped from the Jazz Program.
3. When I return to Desert Vista, I may be disciplined by school administration.
4. If a law is broken, I may be punished under the law.
5. No monetary rebate will be made for any unused portion of the trip.
6. I will call home collect and arrange to be met upon my arrival.

Student Signature _____ Date _____

Jazz Instrument: _____

HEALTH HISTORY (To be completed by parent/guardian)

Student Name	Date of Birth	Male/Female
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Circle any of the following conditions that your child may have or had in the past:

Allergy (medications)	Diabetes	Menstrual Cramps	Tuberculosis
Anemia	Emotional Problems	Migraine Headaches	Valley Fever
Arthritis	Fractures	Seizures	Other
Asthma	Hearing Problems	Sinus Problems	Dietary Restrictions
Back Pain	Heart Murmur	Skin Rashes	Vegetarian
Blackouts	Hernia	Sore Throat	Food Allergies
Concussion	Kidney Problems	Surgery	

If you circled any of the above, please give dates and details _____

Date of last tetanus shot _____ (Month/Year)

If more than ten years ago, student must have a current tetanus shot before trip

Do you give permission to the first aid staff to dispense Tylenol/Advil to your child if requested and deemed appropriate? YES NO

Is your child taking any medicines (over-the-counter or prescription)? YES NO

If yes, what? _____ What for? _____

****List any over-the-counter or prescription medicines to be taken on trip (must be updated before each trip if there are changes):**

****All over-the-counter and prescription medicines – except Tylenol/Advil - must be in the original container and given to chaperone prior to departure.**

PARENTAL PERMISSION FOR ACTIVITY

The above named student is given my permission, as a legal guardian, to participate in all band activities which depart Desert Vista High School during the school year from June 15, 2013 – June 15, 2014.

EMERGENCY MEDICAL SERVICE: If emergency service involving medical action or treatment is required and the parent(s) or guardian(s) cannot be contacted, I hereby consent for the student named above to be given medical treatment by the doctor or hospital selected by the director or chaperone. I hereby state responsibility for any medical expenses incurred for my student.

We have read, understand and agree to the information contained on this form.

Parent/Guardian Signature _____ Date _____

*****REQUIRED SIGNATURE BELOW*****

Subscribed and sworn to before me this _____ day of _____. _____.

My commission expires: _____

NOTARY PUBLIC/SCHOOL ADMINISTRATOR

Jazz Ensemble Policies

1. Participation

- a. There will be three bands available for students interested in playing and performing jazz music.
 - i. Instrumentation for each Big Band (Tuesday, Wednesday and Thursday) will consist of :
 - Saxophones (2 alto, 2 tenor, 1 baritone)
 - Trombones (3 tenor and 1 bass)
 - Trumpets (up to 5)
 - Drums/percussion (1 or 2)
 - 1 pianist
 - 1 guitarist
 - 1 bassist
 - Numbers are subject to change at the discretion of the jazz director.
 - Instrumentalists must be able to provide their own instruments and amplification devices (if applicable).
 - ii. All members are **strongly encouraged** to be enrolled in a music performance class.
 1. Students who are not enrolled should be *studying with a private teacher*.
- b. Admission to the groups is by audition only.
 - i. The jazz director will make audition materials available near the end of the first grading quarter.
 - ii. Membership and chair placement is based on playing ability.
 - iii. Section leaders will be determined by the director.
- c. **Participation in Tuesday and Thursday will require a \$235.00 participation fee.**
 - i. The fee includes: NAU Jazz Festival trip, Area Jazz Festival, The Highland Jazz Festival and concerts, sheet music, competition entry fees, clinicians, and instructor stipend.
 - ii. Any additional overnight trips will be subject to costs in addition to the above amount.
 - iii. All fees must be paid in full in order for the student to perform with the ensemble (please discuss any need for assistance or payment arrangements with Mr. Thye).
- d. **Participation in Wednesday Jazz Band will require a \$205.00 participation fee.**
 - i. The fee includes: NAU Jazz Festival trip, The Highland Jazz Festival, sheet music, competition entry fees, clinicians, and instructor stipend.
 - ii. Any additional overnight trips will be subject to costs in addition to the above amount.
 - iii. All fees must be paid in full in order for the student to perform with the ensemble (please discuss any need for assistance or payment arrangements with Mr. Thye).
- e. **Participation in PJE will require a \$65.00 fee.**
 - i. Any PJE student may travel to NAU with the other bands, but travel expenses will be the responsibility of the student and not covered in the \$65.00 fee.
 - ii. All fees must be paid in full in order for the student to perform with the ensemble (please discuss any need for assistance or payment arrangements with Mr. Thye).
- f. Instruments and lockers are available for rental from the band (see Mr. Thye).

2. Rehearsals

- a. Each group will have one full ensemble rehearsal per week.
 - i. Tuesday Jazz Band will meet Tuesday nights from 4:30 PM to 6:30 PM
 - ii. Wednesday Jazz Band will meet Wednesdays from 4:00 PM to 6:00 PM
 - iii. Thursday Jazz Band will meet Thursday nights from 4:30 PM to 6:30 PM
 - iv. PJE will meet Tuesdays from 3:20 PM to 4:20 PM
 - Rehearsal times may need to be changed due to conflicts.
- b. **All members** must attend and arrive on time to all rehearsals, sectionals, competitions and performances

- i. Rehearsal will begin at the time indicated.
 - ii. Members **are expected** to arrive 15 minutes before rehearsal begins in order to set up the chairs and music stands, take out any necessary instruments and/or equipment, and warm up/tune.
- c. The attendance policy allows **ZERO** unexcused absences.
 - i. An excused absence is defined by **minimum** 24-hour advance notice **WITH** the Director's approval. **ALL absences must be reported directly to the directors.**
 - ii. Absence due to illness is deemed excusable with a doctor's note. **A phone call the day of the rehearsal is expected in the event of an illness related absence.**
- d. All members must attend **all sectionals** and **rehearsals**.
 - i. All members will rehearse as a section (saxophones, trombones, trumpets, rhythm) as necessary.
 - 1. Sectionals will be facilitated by section leaders.
(rehearsal suggestions should be a collective effort)
 - 2. **All section members must be provided reasonable notice for and agree on sectional rehearsal times.**
 - 3. Absence from a sectional will be treated as absence from a rehearsal defined in section 2C part i and ii above.
 - ii. Additional rehearsals will be held if necessary at the discretion of the jazz director.
 - 1. Advance notice will be provided by the director for student planning purposes.
- e. Students are expected to practice an average of 30 minutes per day to reinforce proper instrumental skills.
- f. Students are required to arrive to all rehearsals adequately prepared on all of their parts as assigned by the director.
- g. Rehearsal Conduct
 - i. Students are expected to honor time commitments and prepare for rehearsal upon arrival.
 - ii. Rehearsals will begin promptly at the times indicated above.
 - 1. Any changes to the rehearsal schedule will be announced in advance to allow for student planning.
 - iii. Students are expected to remain quiet and focused during rehearsal.
 - iv. Students must behave in accordance with all rules and regulations as stated in the Desert Vista High School Student Handbook.

3. Performances

- a. Attendance
 - i. **A member may not participate in a performance if he/she is failing a class.**
 - 1. Proof of a passing grade must be provided to the director before the member may participate in another a performance.
 - 2. AIA regulations may exclude a student from performances for the entire season based on a failing grade.
- b. **Members must attend all concerts and festivals.**
 - i. The focus of the jazz program is quality performance in concerts and festivals through a structured curriculum of study.
 - ii. Concerts and festivals will be posted on the band calendar. The dates and times of these events are subject to change due to extenuating circumstances (prior notice will be provided as possible).
 - iii. Students are expected to arrive at the stated call time in proper concert attire (see uniforms).
 - iv. Failure to attend concerts or festivals without director approval may result in expulsion from the Ensemble.
 - v. Students are expected to attend entire concerts, especially listening to other groups' performances. Failure to honor this may result in disciplinary action.

1. Individual exceptions or change in this policy will be at the discretion of the jazz director.
 - vi. Students may be denied participation in a performance if the director feels that he/she is not prepared, based on poor attendance or lack of practice.
 - b. Uniforms
 - i. Concert dress is at the discretion of the jazz director, and must be provided by the members.
 - ii. Concert attire for gentlemen:

“All Black”

 - a. Entirely black dress, including all-black dress shoes (marching shoes are acceptable) with black socks, black dress slacks and black dress shirt (please make sure your undershirt is black).

Concert attire for ladies may include:
All-black dress with all-black dress shoes or black dress pants and black blouse.
 - c. Competitions
 - i. Tuesday and Thursday Jazz Ensembles will participate in the Area Jazz Festival in the spring.
 - ii. Tuesday, Wednesday and Thursday Jazz Ensembles will participate in the NAU Jazz Festival in Flagstaff, AZ and the Highland Jazz Festival.
 - iii. Tuesday Jazz Ensemble might participate in an additional out-of-state competition in early April. The cost of this trip is not included in the \$235.00 Jazz fee.
 1. Fundraising opportunities will be available for this trip.
 - d. Transportation
 - ii. Members may be transported by district or chartered buses to and from performances.
 - iii. Members may occasionally be required to transport themselves to local performances.
 - i. Students must have a notarized medical and travel form on file with the DVHS Band Program.
 1. Without said form, no student may travel on a bus for a school event.
 2. The form must be notarized or signed by a Desert Vista administrator.
4. Financial Guidelines
 - a. Individual Fundraising
 - iv. Money earned by individual students through Band Booster Club sponsored fundraisers will remain in the student’s account for the duration of the student’s participation in band.
 1. Monies in the account will be carried forward from each year to the next.
 2. At the end of the student’s last year in band, any remaining balance will be absorbed into the band general fund.
 3. If the student drops out of the band, monies will not be refunded.
 - c. All-band Fundraising
 - i. Money earned by the band as a whole through Band Booster Club sponsored fundraisers will be absorbed into the band general fund.
 - d. Tour Deposits/Payments
 - i. Once a student commits to a tour and is within 60 days of the beginning of tour, there will be no refund.
 - ii. No student will be allowed on the bus to tour without up-to-date payment of dues and completed paperwork.
 1. Exceptions must be approved by the jazz director.
 5. General Band Room Expectations
 1. No food or drink is allowed.
 - a. Water is the only exception.
 2. No running or horseplay is permitted.
 3. No balls, Frisbees, etc. or any kind of athletic ball or flying object is permitted.

4. Percussionists in a percussion class, concert ensemble and/or marching band are the only band members permitted to play on percussion instruments.
5. Students are expected to rack their own chairs and music stands as well as straightening the band room after every rehearsal.
6. “It’s your band room, keep it nice.”
6. Awards Banquet
 - a. Students completing a season in jazz band are invited to attend the band banquet at the end of the school year.
 - i. Jazz Band musicians will earn a jazz band patch.
 - ii. One member of each ensemble will be recognized by the director with an award.
 1. Award criteria may include any of the following;
 - a. Consistent playing ability
 - b. Positive attitude/Section compatibility
 - c. Musical and organizational leadership
 - d. Personal and musical contributions to the program
 - e. Punctuality and rehearsal etiquette

Spring semester dates will be available on the Jazz Band Calendar.