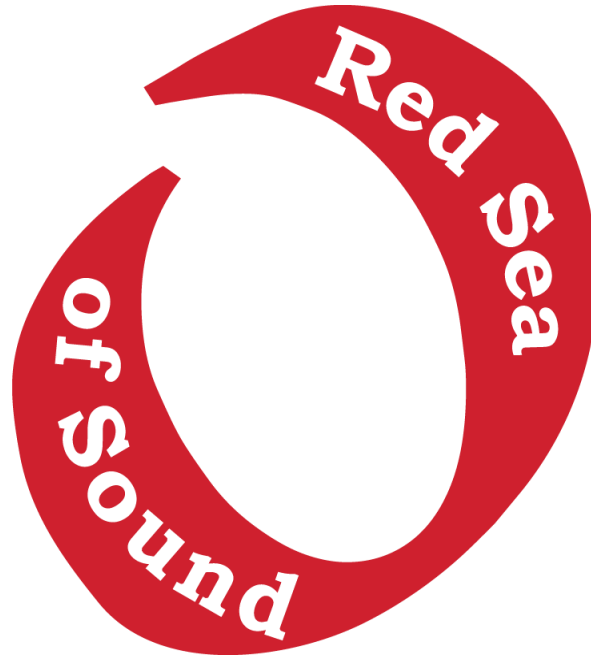




R L OSBORNE HIGH SCHOOL BAND



**2017 – 2018**

# **STUDENT AND PARENT HANDBOOK**



## R L OSBORNE HIGH SCHOOL BAND

### **2017-2018 Band Staff**

Band Staff home phone numbers are provided to you for emergencies only. Please respect our privacy and use the band communication channels for regular communication.

#### **Osborne High School**

(770) 437-5900 School  
2451 Favor Rd  
Marietta, GA 30064

#### **Director of Bands**

**Jarius Thomas**

[Jarius.thomas@cobbk12.org](mailto:Jarius.thomas@cobbk12.org)

(770) 871-1164 Cell

#### **Assistant Director of Bands**

**Ormond Moore**

[Ormond.moore@cobbk12.org](mailto:Ormond.moore@cobbk12.org)

(470) 301-8125

#### **Fine Arts Administrator**

**Bryan Rathke**

[Bryan.rathke@cobbk12.org](mailto:Bryan.rathke@cobbk12.org)



## R L OSBORNE HIGH SCHOOL BAND

### **Purpose of Handbook**

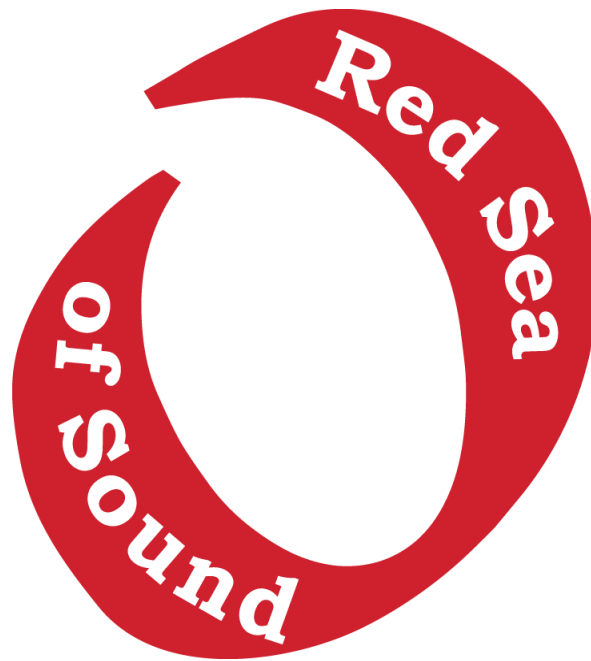
The purpose of this handbook is to acquaint both new and returning members of the Osborne High School Band with the policies and procedures of the band program. Every effort has been made to be as thorough as possible with the information to follow.

The rules and policies contained herein are designed to help our Band achieve the highest standards and level of achievement while promoting an atmosphere of fairness and cooperation. No one person is above the good of the Band. Should a dispute over policy arise, the good of the overall Band will prevail.

All band members and band parents are required to read this manual carefully to fully understand the workings of the program and to avoid misunderstandings.



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## STUDENT INFORMATION



## R L OSBORNE HIGH SCHOOL BAND

### **Band Membership and Student Participation Options**

#### **Membership Defined**

To be considered a “member” of the band, the student must EITHER be registered for (and attending regularly) one of the Band Performance classes at Osborne High School (Concert Band, Symphonic Band, Jazz Band or Percussion Ensemble) OR must be a member in good standing of the Colorguard section of the marching band.

#### **Marching Band**

The marching band is the most publicly visible part of our program. The Red Sea of Sound begins rehearsal in the late summer before school starts and perform throughout the football season at all football games and at regional marching band competitions. The marching season ends around the beginning of November, but the band may occasionally perform at other times of the year for special events.

#### **Marching Band Dance and Colorguard**

Dance and Colorguard membership is earned by auditioning and being selected by the judges for membership. Current members must re-audition yearly.

#### **Symphonic Band**

The symphonic Band is our premiere concert band. Students are placed in this class based on past performance ability, NOT based on grade level. The Symphonic Band rehearses during the school day and performs concerts in the winter and spring.

#### **Concert Band**

The Concert Band is our band class that is open to anyone who wishes to be in band. Students who have not yet qualified for Symphonic Band are in Concert Band. The Concert Band rehearses during the school day and performs concerts in the winter and spring.

#### **Jazz Band**

The Jazz Band is a small ensemble that focuses on jazz and swing styled music. It typically includes brass, reeds, percussion, and a rhythm section including piano, guitar, and bass. Other than the rhythm section, all jazz band members must also be in a regular band class, and must be in the 10<sup>th</sup> grade or higher.



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### **Behavior Requirements**

#### **General Information**

The band program is a publicly visible part of Osborne High School. If the Band is to be respected, the members must have the highest regard for the pride, tradition, discipline, and dedication necessary to make our Band respectable. We all reflect the Red Sea of Sound program. All school rules apply to the Band at all meetings and after school on and off campus activities.

#### **Band Member Expectations**

1. Band members must follow all school rules at all Band functions. This includes, but is not limited to tobacco, alcohol, drug, and dress code policies.
2. Band members are expected to act as role models for other students to follow.
3. Band members should always publicly support Osborne High School.
4. Band members are expected to show their pride in the Band by wearing the correct designated shirt to school on game day Friday and to our competitions.
5. At all Band activities, we follow the "rule of three"; no two members should ever be alone. Always stay in groups of three or more.

#### **Band Room Rules**

1. Every member should strive to help keep the Band Room clean and organized.
2. Every member will respect all others and their property.
3. Gum, candy, soft drinks, and other food products should be kept out of the Band Room. This includes the storage room.
4. All instruments are to be stored properly.
5. Access to the Band Storage room is restricted to Band Directors and Booster Board members.

### **Marching Band Expectations**

Participation in the Red Sea of Sound Marching Band will require full commitment from students and parents alike. It is imperative that each member be present for all practices. It also requires active and sustained engagement and participation in the activities necessary to support the band, e.g., parent booster meetings, committees, and fundraising activities.



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While band boosters will actively work to raise money to support the operation of the band, it is necessary to ask students and parents to contribute financially as well. Student Band Fees are outlined in the in the **Parent Information Section** under **Financial Obligations**. In addition, failure to meet the following conditions may result in removal from the band and/or loss of marching band participation credit.

**Condition 1:** ALL members must pay prior year balance before they will be eligible to participate in any band trips or competitions.

**Condition 2:** All members must pay the required band fee deposit on the first day of band camp. This enables us to purchase supplies and fund band camp.

**Condition 3:** All members must attend Band Camp which is held two weeks prior to the start of school.

**Condition 4:** All members are expected to be present for band practice(s). Absences due to work or family obligations must be discussed with the Band Directors in advance. Repeated absences from band practice(s) may result in removal from the Marching Band.

**Condition 5:** All members must have the proper uniform to participate in Band performances.

**Condition 6:** All members must have all required forms on file with the booster office. Failure to obtain required signatures may result in the inability to participate in practices and/or performances.

### **Band Rehearsal Expectations**

#### Indoor Rehearsals:

1. Every student should be engaged and listening to the directions.
2. Socializing should not interfere with rehearsal or distract students from paying attention.
3. Every student should come prepared for rehearsal with; instrument, accessories, music, and a pencil.
4. Never, ever, ever have gum in rehearsal.
5. Always respect the efforts of others.
6. When in doubt, ask the Director or your Section Leader.
7. Cell phones may not be placed on the music stand or held/used during rehearsal.

#### Outdoor Rehearsals:

1. Wear approved practice uniforms: white shirt, black shorts, white shoes, white socks.
2. Drink plenty of water during the day.
3. Use sunscreen.



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### **Dance and Colorguard Rehearsal Expectations**

1. Remove all jewelry. (This is for your safety and the care of the flags).
2. Keep nails trimmed. (Nails can damage flags).
3. Wear approved practice uniforms: white shirt, black tights, white shoes, white socks.
4. Auxiliary rehearsals must always have an adult in attendance.
5. School dress code is enforced concerning practice attire. (length, no see through, etc.).
6. Auxiliary practices are the same as the band unless approved by the Band Director.

### **Medical Concerns**

A "sports physical" is recommended (but not required) to participate in Marching Band. This ensures that the student is cleared to participate in athletic activities. If a student passes out at practice or performance, or has a severe medical episode in practice or performance, a parent permission note will be required to return to participation. If a second episode occurs, a new sport physical or note from a doctor clearly expressing clearance to participate will be required.

### **Football Games**

1. Students will arrive by the assigned time.
2. Students are expected to remain in the area designated for their section. Only band members in full uniform will be allowed to sit in the band area.
3. All percussionists will stay by their respective instruments ready to play always.
4. All members should be alert and observe drum majors and directors for instruction.
5. You must be in full, proper uniform always unless otherwise instructed by the director. Failure to have proper uniform in clean and proper condition, may result in removal from the performance. It may also require the student to purchase additional replacement items.
6. After each home football game, we will march back to the band room.
7. After each football game, everyone will be dismissed from the band room by the Director. Students must ride the band bus home from away games and performances.

### **Bus Expectations**

1. All posted bus rules apply to band trips unless granted specific exemption.
2. Public Displays of Affection (PDA) will not be allowed and may result in separation to different seats, or relocation next to a chaperone or another bus.

### **Band Trips**

Each year the Band receives opportunities to travel outside the county and/or state for competitions and performances. In some instances, an overnight stay may be planned. Cost for band trips is NOT included in the Student Band Fees found in the Parent Information Section under Financial Obligations.





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Please keep in mind that everyone else at the hotel, theme park, or other location is paying the same amount of money that you are to use the facilities. In fact, often they are paying more because we typically get a group discount price. Make sure that your fun does not interfere with the fun of the others around you.

If an event involves overnight accommodations at a hotel or motel, the following rules will apply:

1. Use common sense and courtesy.
2. Do not run, shout, or disturb other guests. Be careful when closing doors.
3. Obey chaperones and employees of the facilities we visit.
4. Do not use the phones unless there is an emergency. Use cell phones for long distance call.
5. Swimming will only be allowed during designated periods.
6. Students are not allowed to leave the immediate housing area without the director's permission.
7. No boys in girls' rooms or girls in boys' rooms. No exceptions will be made.
8. Room check rules:
  - a. All students must be in their correct rooms at the designated times.
  - b. Do not open hotel doors until visual identification is made. Opening a door after room check for anyone other than an instructor or chaperone will be considered the same as being out of the room after curfew. Do not open hotel windows.
  - c. No one is allowed out of their room after room check. This is grounds for being sent home at your parent's expense and not being allowed to go on other trips with the band.
  - d. Any illness or other problem occurring during the night should be reported by phone to a chaperone or staff member.
9. Keep room noise to a minimum.
10. Do not fraternize with strangers.
11. Even around a hotel, always stay in groups of three or more.

### **Travel Behavior**

All Band events are school events. Misbehavior on a band trip will be referred to the office for school discipline as if the event happened at school. Students who misbehave on band trips may be refused participation in future trips. Sever misbehavior will result in the parents being contacted to come retrieve the student.

### **Travel Eligibility**

Every year, the Red Sea of Sound Band offers its members an opportunity to travel and perform in a unique location. When the Marching Band performs as part of these trips, the



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Dance and Colorguard members are invited to go and perform as they normally do. All band fees, prior year and current year, must be paid in full to be eligible for a band trip/competition.

### **Transportation Expectations**

All students are expected to ride to and from all Band activities on the provided Band Buses. Should there be a significant reason that a parent needs their child to ride home another way, the parent should discuss this with the Band Director in advance of the trip.

### **Uniforms**

The Band works very hard to play together as a unit. Our Band uniforms reflect our togetherness. Uniforms codes must be followed precisely, whether it be practice, game, or performance.

### **Marching Band Uniform**

The Red Sea of Sound Marching Band utilizes both formal and informal uniforms. Formal uniforms are the property of the band program and informal uniforms will be purchased by the students. All marching band members are required to have the following items. All uniform items must be in clean, acceptable condition. Returning students may use uniforms from prior years, but if they are not clean and neat, the student may be required to purchase new items.

The following items are purchased from the Student Band Fees and remain the property of each band member.

1. Black t-shirt & Red t-shirt with logo
2. Red shorts with logo
3. Black and Red sweat suit
4. Red cap
5. White and pink gloves
6. Black spats
7. Black band shoes

Each band member is responsible for providing the following items which are required for band practices.

1. White t-shirt
2. Black shorts
3. White shoes & socks
4. Black shorts



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Drum Majors are required to purchase special items such as:

1. Black t-shirt & Red t-shirt with logo
2. Red shorts with logo
3. Drum Major sweat suit
4. Red cap
5. White and pink gloves
6. Black spats
7. Mace and chord
8. Boots
9. T-shirts
10. Whistle

Members of the auxiliary are required to purchase portions of their costume such as:

1. Black and Red sweat suit
2. Black t-shirt & Red t-shirt with logo
3. Dance shoes
4. Dance costume accessories (leotards, makeup, wigs, etc)

### **Concert Uniform**

Concert band members are required to follow a dress code for specific performances, such as for the Cobb County Large Group Performance Evaluations in the spring. Ladies are required to wear black concert dresses, and gentleman must wear black tuxedo jackets. An \$80 Concert band fee is required in the spring which covers a black concert dress, black tuxedo jacket and concert band camp. Returning students who already have their concert dress or black tuxedo jacket will pay a reduced fee of \$20 for band camp expenses.

### **Money Related Policies**

The Band will have the following money related rules:

1. All money, other than the purchase of reeds or other small supplies, will be paid to the Band Boosters, not Band Directors.
2. Payments to the Band Boosters should be placed in an envelope clearly marked with the name of the student, the purpose of the payment and the amount paid, then placed in the designated Band Room Payment Box. **Without exception, personal checks are not accepted,** but payments can be made using Cash, Money Order, Cashier's Check or via PayPal; send to Friends and Family using osbornebands@gmail.com.



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3. Every marching band member is required to pay Band Fees. Any money earned from individual fundraising will be applied to the student's Band Fees until they are paid in full. After fees are paid, earned funds will be applied to the student's account to cover band trips or other designated items. A credit balance can also be applied to next year's band account.
4. At the end of each school year, unpaid band fees will be reported to the school office as outstanding.
5. Money paid toward Band fees is non-refundable, without exception.
6. Money paid toward Band trips is non-refundable. If a student withdraws from a trip a penalty fee will be applied to their account.
7. Boosters can only accept payment toward a band trip, once band fees have been paid in full.
8. Every band member and parent booster is expected to participate in fundraisers. Fundraisers are presented to enable students to pay Band fees with earnings from individual fundraisers.
9. Refunds will not be issued to anyone who leaves the Band with an outstanding balance.
10. For a senior to receive his/her senior recognition at the Band Banquet, he/she must have a ZERO balance with the Band Boosters no later than April 1.

### Instruments and Equipment

#### **Instruments**

Certain instruments may be provided for student use. Students must fill out the proper instrument check out form provided by Cobb County School District. The instrument is the responsibility of the student during the checkout process. Any major damages, besides normal maintenance, will be billed to the student.

The following instruments are provided for student use: **Percussion, Tuba, Baritone, French Horn, Bassoon, Bass Clarinet, Bari Saxophone.** The student should provide all other instruments not listed above. (**LIMITED** school instruments are available). Students are responsible for all personal items including: **Sticks, Mallets, Mouthpiece, Reed, valve/slide/key oil.** Specific brands and models will depend on band placement. (See director)



## R L OSBORNE HIGH SCHOOL BAND

### Marching Band Formal Uniforms

Marching band formal uniforms are the property of the Osborne High School Band Program. In the event items are misplaced or damaged, students will be charged as follows:

06B/9931REGCT/1 REG BAND COAT 06B/9931	\$305.07
06B/9931REGBIBS REG BAND BIBBERS 06B/9931	\$159.07
06B/9931REGCAPE REG BAND CAPE 06B/9931	\$76.52
06B/9931REGSHA S REG BAND SHAKO 06B/9931	\$86.73
PL/10/F/F/BW A 10 FRCH FTN BLACK OR WHITE	\$22.50
BOX/TUFTOTE A TUF-TOTE	\$10.50

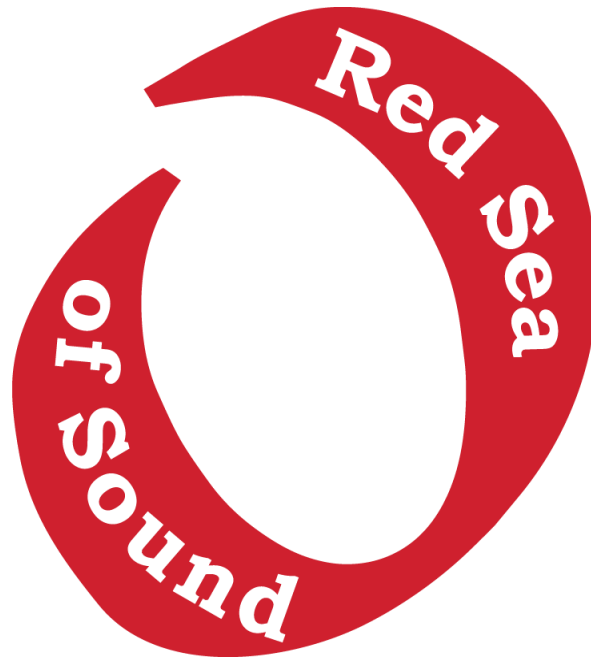
### Lockers

All students with school owned instruments are issued a lock and a locker. Only locks provided by the directors may be used on lockers. **Lockers are to remain locked at all times.** Loss or damage of equipment due to a failure of locking lockers will result in a fee. Only band equipment is to be stored in the band lockers. Students with personal instruments will be given a locker upon request.

All Instrument/Equipment will be tracked in Charms. Any discrepancy in serial/item numbers will fall on the responsibility of the student.



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## PARENT INFORMATION



## R L OSBORNE HIGH SCHOOL BAND

### **Booster Information**

#### **Communication and Information Access**

[osbornebands@gmail.com](mailto:osbornebands@gmail.com)

[www.redseaofsound.org](http://www.redseaofsound.org)

Charms Access - <https://www.charmsoffice.com/>

Remind - Enter 81010 Text @redseanews

#### **Booster Executive Board**

**Sydney Armstead, Booster President**

[sgracearm@gmail.com](mailto:sgracearm@gmail.com)

(415) 265-9234

**Karen Rhymer, Booster Treasurer**

[bbb0908@aol.com](mailto:bbb0908@aol.com)

(404) 545-1442

#### **Band Fee Payment Options**

PayPal – Send Money to Friends and Family using [osbornebands@gmail.com](mailto:osbornebands@gmail.com)

Cash/Money Order/Cashier's Checks - Band Room Lock Box



## R L OSBORNE HIGH SCHOOL BAND

### **Band Booster Financial Obligations 2017/2018**

The Band Boosters raise funds that allow us to have a school band, and allow us to do many of the educational and fun activities that the students enjoy throughout the school year. ALL parents of the band students are automatically a Band Booster. The success of the band is entirely dependent on the support of booster parents and the community. Each booster parent is expected to participate in no less than 2 band booster activities.

For more information about volunteering, contact any member of the booster executive board, or sign up for volunteer opportunities by directly accessing Charms (see **Charms Parent Information Handout** for instructions).

#### **Booster Ways and Means**

The Band Boosters are responsible for providing for the financial support of the Osborne Band Program. The Band Boosters support the entire Osborne Band Program. The program is funded through:

1. Booster fundraising
2. Community Sponsors
3. Student Band Fees
4. Donations

#### **Booster Fundraising**

Fundraising helps us keep the personal financial contribution as low as possible. Fundraising efforts offset certain fees such as transportation to trips and large purchases for the band program.

To ensure the success of the band program and provide a full and enriching experience to our students, we are requiring that all band students/parents participate in at least one individual fundraising activities.

Fundraising activities can be reviewed on [www.redseaofsound.org](http://www.redseaofsound.org) or by contacting the Band Boosters or Band Directors at [osbornebands@gmail.com](mailto:osbornebands@gmail.com)





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### Money Related Policies

The Band will have the following money related rules:

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2. Payments to the Band Boosters should be placed in an envelope clearly marked with the name of the student, the purpose of the payment and the amount paid, then placed in the designated Band Room Payment Box. **Without exception, personal checks are not accepted,** but payments can be made using Cash, Money Order, Cashier's Check or via PayPal; send to Friends and Family using osbornebands@gmail.com.
3. Every marching band member is required to pay Band Fees. Any money earned from individual fundraising will be applied to the student's Band Fees until they are paid in full. After fees are paid, earned funds will be applied to the student's account to cover band trips or other designated items. A credit balance can also be applied to next year's band account.
4. Drum Majors and Section Leaders must have band fees paid on time. Failure to meet this requirement may result in loss of position.
5. At the end of each school year, unpaid band fees will be reported to the school office as outstanding.
6. Money paid toward Band fees is non-refundable.
7. Money paid toward Band trips is non-refundable once it is paid out toward trip expenses. If a student withdraws from a trip before their money has been paid out, and owes Band Fees, money will NOT be refunded unless part is more than the fees owed.
8. Boosters can only accept payment toward a band trip, once band fees have been paid in full.
9. Every band member and parent booster is expected to participate in fundraisers. Fundraisers are presented to enable students to pay Band fees with earnings from individual fundraisers.
10. Refunds will not be issued to anyone who leaves the Band with an outstanding balance.
11. For a senior to receive his/her senior recognition at the Band Banquet, he/she must have a ZERO balance with the Band Boosters no later than April 1.



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### **Student Band Fees**

Student band fees are established based on the financial need of the overall band. We do our best to make it possible for students and families to limit their family's personal financial contribution by providing several fundraising opportunities available throughout the year, however, this requires both students and parents to actively work the fundraisers.

The Band Boosters begin ordering uniforms as early as Band Camp which means it is imperative that students make their payments on time. While we would love for everyone to be able to participate in this wonderful opportunity, most of our suppliers require that we pay for products at the time we place the order. The Band Booster account is funded by student band fees and fundraisers, so without timely student payments and full participation in fundraisers, we are unable to order supplies and provide for the band.

### **Student Band Fees**

<b>Expense</b>	<b>Cost</b>	<b>New Band Member</b>	<b>Returning Band Member</b>	<b>Drum Major</b>	<b>Auxiliary</b>
Salaries	\$80	X	X	X	X
Director Mid-West Clinic	\$15	X	X	X	X
Uniforms	See role	\$180	\$55	\$250	\$275
Band Camp	\$10	X	X	X	X
8 <sup>th</sup> Grade Night	\$5	X	X	X	X
Transportation	\$15	X	X	X	X
Banquet	\$20	X	X	X	X
Uniform Cleaning	\$5	X	X	X	N/A
Song/Drill	\$10	X	X	X	X
Clinicians	\$20	X	X	X	X
Senior Night	\$15	X	X	X	X
		<b>\$375</b>	<b>\$240</b>	<b>\$450</b>	<b>\$445</b>

Note:

- If returning members informal uniform is not in acceptable condition, they may be required to purchase replacements.
- Regular band fees do NOT cover trip expenses. That information will be communicated separately and must be paid according the trip payment schedule.



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### Band Student Payment Schedule

Date	New Band Member	Returning Band Member	Drum Major	Auxiliary
7/17/2017	\$100.00 covers uniform deposit	\$100.00 covers uniform deposit	\$100 covers uniform deposit	\$100 covers uniform deposit
7/31/2007	\$75.00	\$75.00	\$75.00	\$75.00
8/14/2017	\$50.00	\$65.00	\$75.00	\$75.00
8/29/2017	\$50.00		\$75.00	\$75.00
9/11/2017	\$50.00		\$75.00	\$75.00
10/2/2017	\$50.00		\$45.00	\$50.00
	<b>\$375.00</b>	<b>\$240.00</b>	<b>\$450</b>	<b>\$445</b>

- Missed payment deadlines will result in a late fee of \$5 for each missed payment.
- **Band fees will NOT be prorated or refunded for students who drop out**
- The Osborne High School Band Program Budget is on file with the Band Boosters, Band Directors, or Fine Arts Administrator and can be provided upon request.

### Communication

#### Booster Parent Meetings

Booster Parent meetings are scheduled for every 2<sup>nd</sup> Tuesday of the month, at 6:30 pm. Parents are expected to attend regular meetings. If you are unable to attend, please contact the band director directly.

#### Information Access

We understand how important it is for you to be fully informed about the activities of the Band, therefore we do our best to use a variety of communication tools.

- Band website: [www.redseaofsound.org](http://www.redseaofsound.org) is the central location for all band information. You can find calendars, forms, newsletters, and contact information for band staff.
- Band Booster Newsletter: A monthly newsletter is emailed using the email distribution we have on file in Charms. Please be sure you provide accurate and current email addresses so you are sure to receive this information. Copies of the Newsletter can also be found on at [www.redseaofsound.org](http://www.redseaofsound.org).



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- **Charms:** Charms is the primary tool used by the Band Directors and Band Boosters for student information and parent personal information, tracking student forms, practice calendar, and is the primary record for student band accounts. Parents can access their student's band account statement and balance information directly through Charms (see **Charms Parent Information Handout**).
- **Calendar:** Activity and practice calendars can be access through [www.redseaofsound.org](http://www.redseaofsound.org) or Charms.

### **Volunteer Opportunities**

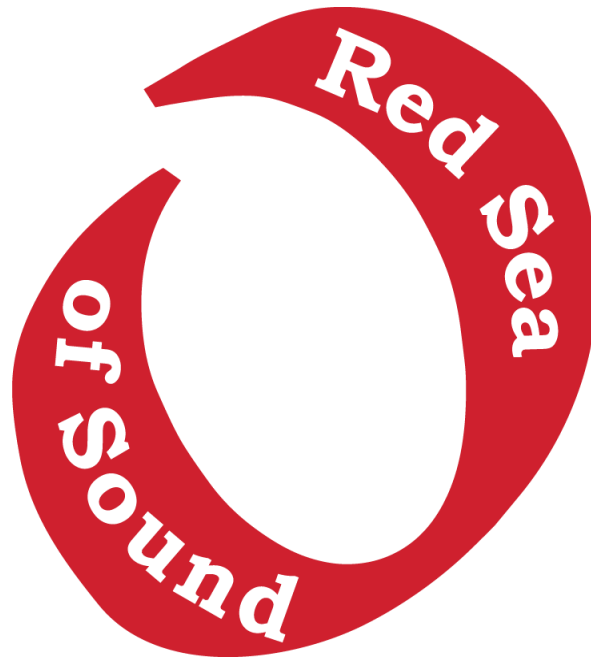
1. Chaperone for home and away games and performances
2. Band Equipment Load and Unload after away games and performances
3. Fundraising Committee
4. Communication Committee
5. Uniform Committee
6. Meal Committee

### **Booster Bylaws**

A copy of the R L Osborne Band Boosters, Inc. by-laws can be found at [www.redseaofsound.org](http://www.redseaofsound.org) under Boosters.



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## FORMS



## R L OSBORNE HIGH SCHOOL BAND

### **Band Forms**

To be eligible to participate in the Red Sea of Sound Marching Band, certain forms are required by the Osborne Band Program and Cobb County School District. These forms must be signed by both students and parents and two must be notarized.

If these forms are not on file in the Band Office, your student will not be allowed to participate in activities. Removal from the band program for a missing form is not a valid reason for receiving a refund for band fees paid.

<b>Form</b>	<b>Required/Not Required</b>	<b>Signatures</b>
1. Band Member Intent	Yes	Student & Parent
2. Handbook Acknowledgement	Yes	Student & Parent
3. Blanket Permission to Participate (English & Spanish)	Yes	Parent
4. Payment Plan Schedule	Approval Required	Parent
5. Charms Parent Information Handout	Informational	N/A
6. Overnight Permission to Participate	If applicable	Parent