

Oak Mountain High School Band



2018 ~ 2019 Band Handbook

Mr. Kevin Ownby – Director
Dr. Travis Bender – Associate Director

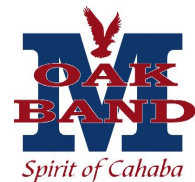
OMHS BAND HANDBOOK

Table of Contents

Welcome – Kevin Ownby, Director	3
OMHS Band General Information	
Attendance and Practice Information	4
Use of Facilities	5
Games/Event Information	6,7
Student Travel Guidelines and Policies	8
Band Charter Bus Rules	9
Uniform Information	10
Fee Payment Information	11
Signatures and Scales	12

For additional information visit www.oakmountainband.com

Oak Mountain High School Band
Caldwell Mill Road
Birmingham, Alabama 35242
Office 205-682-5207
Fax 205-682-5205
Email kownby@shelbyed.org



Dear Students and Parents,

I would like to take this opportunity to welcome you to the Oak Mountain High School Band Program. Those of you who are returning are sure to know that our band really is a “family”, and I am confident that those of you who are entering the program for the first time will see that quickly.

I am looking forward to a great year in all elements of our band program (Concert Band, Jazz Band, Percussion Ensemble, Chamber Music, and Marching Band) There is a very deep and rich history of excellence in the Oak Mountain Band Program. In fact, it is considered by many to be one of the premier band programs in the country. The goals and objectives set forth by our administration, staff, students, and boosters are rather lofty ones, but with tireless dedication to Music and Discipline, these goals have been and will continue to be accomplished!

Members of the Oak Mountain High School Band are expected to follow all Shelby County School Policies and Band Handbook Rules at all times. Members are expected to treat one another with respect and kindness, and to report any activity that is in violation of the aforementioned policy and standard of ethics to a director immediately upon knowledge of a violation.

I am very excited that your student will be a part of our organization. I am sure that you and your student will be an asset to the Band Program. Our wonderful group of Band Boosters needs your help. Please get involved and help us continue to lay the financial foundation that will supply the needs of our band today and in the future.

If you have questions about any of the information in this handbook, please let me know. Again, congratulations on being a member of one of the finest Band Programs anywhere.

Sincerely,

Kevin Ownby
Director of Bands
Oak Mountain High School

*“The Spirit of Cahaba”
Isaiah 40:31*

GENERAL INFORMATION

ATTENDANCE

Every time a band member misses a rehearsal, the effectiveness of our organization is harmed. There is no avoiding this fact. Our attendance policies are formulated to minimize the amount of harm done. Problems of attendance related to the marching band can be helped by each member understanding and abiding by the following policies:

1. NEVER take an absence or tardy lightly.
2. All absences for valid reasons must be excused in advance when possible. Please let your Director know why you are absent and when you will be back.
3. Though certain flexibility can be allowed during the summer months, absences should result only in cases of illness or family emergency. Other absences must be excused in advance by the Director. Absences for any other reason will be classified as unexcused.
4. Limited attendance may result in limited participation in performances.
5. There are cases when the Director must use those who are qualified to perform regardless of that person's attendance.
6. All absences should be made up.
7. Any absence incurred after the beginning of the school year will affect the student's grade.
8. There is no justification for an unexcused absence from a performance. THIS WILL NOT BE TOLERATED FROM ANYONE! Punishment for this violation will be permanent assignment to non-performing status and will involve a schedule change.
9. If you are too sick to come to the game with the band, you are too sick to come at all.
10. Any student who incurs more than two unexcused tardies can be assigned to non-performing status.

PRACTICE INFORMATION

1. Practice schedules will be posted on the band website www.oakmountainband.com. These practice schedules are subject to change as needed. You will be notified of any practice changes by the director or your section leader.
2. All band practices will be held at Oak Mountain High School.
3. A director or sponsor will provide a practice schedule for each subgroup of the band, which may include rehearsals not listed on the band website.
4. The marching band performs during halftime of every varsity football game. Other performance dates will be provided as the information becomes available.
5. Your schedule for performance events will vary. Your director and / or section leader will provide this information to you for each game day or other event.
6. Every effort will be made to provide you with information in a timely manner. However, if a performance is approaching and you have not received schedule information, ASK your group leader, sponsor, or director. Also, check the counter in the band room for copies of information.

USE OF FACILITIES

Your directors believe that organization and care of facilities and equipment go hand in hand with pride and musical excellence. Please make careful note of this statement.

1. Neatness and cleanliness of the band room.
 - A. The room must be clean and everything must be put in place before we leave for the field or bus or before we go home. Cleaning crews will be assigned weekly. One person from every section will be given the assignment by the section leader.
 - B. The room must be left in order after every rehearsal.
 - C. During indoor band rehearsals, do not bring cases (other than clarinet or flute) into the set. Leave the cases in the lockers. Flutes and clarinets should put cases under their chairs.
 - D. Do not track dirt into the band room, especially after marching rehearsals.
 - E. All instruments are to be kept clean.
2. Proper storage and care of instruments and equipment.
 - A. Store instruments and music books in your locker. NO LUNCHES, PLEASE!
 - B. Always shelve your instrument after using it. Do not leave it out. Handle instruments with care. Clean them regularly.
 - C. All instruments and equipment must be put in their proper place after all rehearsals and performances.
 - D. There will be no using instrument locker as book lockers. This should cut down on the traffic in the band room.
 - E. Any person who violates any of the above policies will be denied the use of a band locker.
3. Good attitude and behavior while in band room
 - A. Have pride in your band room and band.
 - B. When asked to do your part in helping clean up, do your part willingly.
4. Any deliberate abuse or defacing of facilities, equipment, or instruments will not be tolerated. Individuals caught abusing facilities or equipment will:
 - A. Pay any expense due to the abuse or defacing.
 - B. Be removed from the band.
5. No loitering in the band room.
6. DO NOT BRING FOOD, GUM OR DRINKS INTO THE BAND ROOM!
7. You are responsible for the uniform assigned to you. Please be an adult about this responsibility. Any portion of the uniform you lose or damage, you must pay for.
8. The band room is primarily a place for work. The striving to make good music is enjoyable work nevertheless. When you enter a church for worship, your behavior changes, reflecting your purpose for being there in the first place. Similarly when you enter the band room, your purpose for being there should be reflected in your behavior. The band functions as a school unit, and in many ways we are like a big family. This makes a certain amount of pleasant discourse desirable and acceptable upon entering the room. But this should be kept to a minimum, and each member should quickly and efficiently go about preparing to begin the planned activity on time. Any kind of horseplay, foolishness or immature rowdy behavior is strictly out of place because it is contrary to our purpose, and will not be tolerated.

These policies have much to do with the quality of your performances and the quality of your education. Be mature and cooperative, making these policies a part of your habits.

Games/Event Information

1. When needed, a run through can be called by the directors.
 2. Time of departure and inspection will be announced prior to each event.
 3. Uniform committee members and section leaders will inspect uniforms and equipment prior to each performance. Failing inspection more than two times will mean assignment to a non-performing status.
 4. When traveling to an event, keep in mind the importance of the upcoming performance. Focus on the task at hand! You can relax and appreciate your hard work after the event.
 5. BE QUIET ON THE WAY TO THE EVENT.
 6. On all trips off campus, students must ride buses to the event. ALL Shelby County Code of Conduct rules are in place, including bus rules for travel. Prior to the first trip each student must have all forms completed, signed and returned to directors. A bus list will be posted for each member to sign. The Head Chaperone will compile and post the final bus assignment. No student is ever to change the list, or change buses without the permission of the Director. If this is done, the Director will assign everyone a seat. Roll call will be made from these lists. Students may return from the event other than on the band buses under BOTH of the following provisions:
 - A. The appropriate student check out authorization form is signed by your parents or legal guardian and turned in to the Band Director or Head Chaperone. (These forms will be provided for this purpose at the beginning of the year).
 - B. Parent, guardian, or other adult authorized on your checkout form must come to the bus and sign you out in the presence of the Head Chaperone. The signature on this sign out sheet releases the Band Director, the school and all associated with the trip of all responsibility for your safety at the conclusion of the event.
- Your Band Director considers it a personal imposition for you or your parents to ask for exception to this rule, which is made for the personal protection of each student and the legal protection of the Band Director.
7. Non-band students (except chaperones) will not be allowed to ride the bus to the game. Do not ask for exceptions.
 8. There will be no smoking/vaping or any type of e-sig by band students on the bus or at any band function.
 9. Never yell or talk to pedestrians on the street or spectators in the stadium.
 10. Never throw anything off the bus.
 11. Upon arriving at the destination, remain on the buses until instructed to get off by the directors or other person in authority. Section leaders get off first. Other members assemble with your section immediately.
 12. In the stadium and before the performance, be quiet and attentive and follow instructions closely and quickly. Nothing looks worse than a band that appears to be disorganized. Do not play instruments unless someone is conducting.
 13. Line up and sit where your section leader tells you. Do not allow non-band students to sit in our seats. Do not expect your section leader to put you on the end of a row so that you can sit by a non-band member. Seating arrangements must be made in order to get the best sound from the band, not for the social convenience of the members.

14. Do not eat, drink, or smoke in the stands, except for ice and soft drinks that are provided for everyone at specific times.
15. You may go the restroom two at a time accompanied by a chaperone. All restroom requests should be directed to the Head Chaperone. No more than two students should be out of the woodwind or brass section at any time. Do not go to the rest rooms alone.
16. Never argue in public with the Director, student leaders or chaperone. If you want to discuss a problem, arrange to do it in private with the Director. Direct as many questions and problems as possible to your section leader. Section leaders should direct questions to the drum major.

The Band Director should have to communicate only with student leaders and then only in cases in which leaders cannot answer the questions or solve the problems.

17. Each student is responsible for seeing that his/her uniform and instrument are properly loaded on the bus or truck. Upon returning to school, each student is responsible for properly disposing of his own garbage and for proper storage of any uniform, instrument, and/or props to be sorted in the band room. Before getting off the bus, see that you have all the correct uniform parts including shoes. Do not leave the Band Director and student leaders with a messy room and garbage-filled buses to clean up.
18. At no time shall any student be allowed to appear at a band function under the influence of alcohol or any other intoxicant. Any student violating these rules is subject to disciplinary action and possible exclusion from further band activities. This policy is in keeping with policies of Oak Mountain High School and the Shelby County Board of Education.
19. Permission slips for contest trips out of town, and all information concerning the trip will be given prior to the event.
20. No student will be allowed to ride the bus unless they have all forms completed and returned to the directors.

Student Travel Guidelines & Policies

When the OMHS Band travels off-campus, an itinerary will be prepared and distributed to all students and parents either by mail-out, phone messaging, email or distribution to students during class. Remember that all county, school and band rules are in effect for the duration of the trip. We are representing the Oak Mountain High School Band, Shelby County Board of Education and the State of Alabama whenever and wherever we perform. We will all do our best to maintain these standards to the highest degree.

General Band Rules

- Students are to respect other individual's property. No student should play any instrument other than his own AND should only play when instructed to do so.
- Public display of affection is NOT allowed at any time during the trip. This will result in an immediate referral to the office when we return.
- Always be respectful and courteous to other bands that we may see at a competition. Please politely clap (no shouting, whistling or inappropriate noises or gestures) after each group's performance.
- Students must be on time for check-ins.
- Be respectful to all directors, administrators, teachers, band staff, parents and bus drivers at ALL times.
- Always conduct yourselves as ladies and gentlemen.

Band Travel Rules

- **Any illegal activity such as use or possession of drugs, alcohol or tobacco will not be tolerated and will result in the student being sent home. Once home the OMHS administration will handle the situation according to school system policies.**
- **ABSOLUTELY NO GIRLS IN BOYS ROOMS AND NO BOYS IN GIRLS ROOMS.**
- **Band members are not permitted in any room other than their own.**
- No unauthorized persons (family friends, relatives, etc...) are allowed to visit with students at the hotel or at other trip engagements. This excludes parents or guardians.
- Students are expected to be on their best behavior at ALL times.
- Parents (whether acting as chaperones or not) will be held financially/legally responsible for their child's damage to property or loss of room keys.
- Shirts and shoes are to be worn at all times.
- Rooms are to remain locked at all times. This is for a student's personal safety and the safety of their belongings. No instruments should be played except when asked by the directors (i.e. hotel room, bus).
- No student is allowed to leave the hotel premises.
- Profanity has NO place on any OMHS Band trip. Any word, phrase or gesture deemed inappropriate by a chaperone or other person of authority will result in a student's loss of privilege during the remainder of the trip and administrative action will be issued.
- Roll will be taken each time the bus departs from any site.
- Students will not be allowed to switch buses once they are assigned a bus. No exceptions to this rule will be made. Any time the convoy pulls over for restroom break or a food stop, please return to the bus at the given time. We are usually on a very tight schedule and need to move quickly.

Students will follow all instructions, requests, orders and directives given by chaperones, parents, administrators and band directors. Always be respectful and obedient of our volunteers.

The Directors reserve the right to dismiss and send home any student who disobeys the rules and whose general conduct and attitude towards the trip and its participants is determined to be detrimental to the rest of the group ck-up their student immediately.

Administrative action includes but is not limited to the following:

Detention, In-School Suspension, Saturday School, Removal from the band, Suspension, Expulsion, Legal Action

Band Bus Rules (Charter Buses)

- ALL Band rules apply while on buses.
- One body per seat. No exceptions.
- No standing on the bus except when moving to or from the restroom.
- Do not sit on armrests or floor.
- Face forward in your seat.
- The bus driver must be treated with respect. Please follow the rules set by the driver.
- Video games and personal audio equipment can ONLY be used if equipped with personal headphones.
- Do not disturb others with your music or games.
- Ride your assigned bus. You may not change buses under any circumstances.
- Check the area around you, including the floor and overhead storage compartments for items you may have left.
- For long trips-IF the bus driver allows it, you may have drinks with screw on tops only (no cans!) and a snack. If the bus is left messy, this privilege will be revoked.
- Only use the bus restroom if extremely urgent. We will take many restroom breaks. After a few days, the bus will smell bad if the restroom is used very often.
- Be courteous to chaperones. Please carefully follow instruction given by our team of chaperones.
- Please thank chaperones for volunteering their time to be with us on our trip.

Violation of these policies will result in a combination of the following:

Loss of privilege includes but is not limited to the following:

Remaining with a chaperone for the remainder of the trip, Not participating in other events on the trip, Parents required to pick-up their student immediately.

Administrative action includes but is not limited to the following:

Detention, In-School Suspension, Saturday School, Removal from the band, Suspension, Expulsion, Legal action

In the interest of student safety, each student will be assigned to a chaperone that they are expected to stay with as we travel. They will not be allowed to use the buddy system or go on their own to any event without their assigned chaperone.

Please sign and return to Mr. Ownby or Dr. Bender by _____
to acknowledge that you have read and agree to the rules that are included in this OMHS Band Student Guidelines and Policies document, the *OMHS Band Handbook* and the **Shelby County Code of Conduct**.

Student: Print _____ Sign _____

 Date _____

Parent : Print _____ Sign _____

 Date _____

UNIFORMS



The items listed below will be issued to each musician at the beginning of the year. ***You will be responsible for replacing any items that are lost, abused or misplaced at the denoted replacement cost.***

ITEM	REPLACEMENT COST
COAT	\$445
BIB STYLE PANTS	125
BELT	50
BELT BUCKLE	18
BREASTPLATE	16
CORDS	17
PLUME	17
SHAKO HAT	65
SHAKO HAT BOX	15
RAIN PONCHO	10
UNIFORM BAG	15
GLOVES	3
RED BAND T-SHIRT	10

Musicians are required to wear gloves (during marching season), black socks which are above ankle in height, a OMHS issued band t-shirt, shorts and their band shoes each time they wear their uniform. Musicians will be issued **one pair** of gloves (which are budgeted items) at the beginning of each season. (PARENTS: Before any event requiring uniforms, if your student forgets socks, t-shirt or gloves they may be PURCHASED at that time in the uniform closet. Please make sure your student brings these items or they will have to pay for them. If we issue an I.O.U. we will request the money before the end of the month.)

The uniforms are stored at the high school in the uniform closet. Students will have a uniform assigned to them for the entire year. The uniforms will be cleaned altogether as needed. Cleaning costs are included in the budget.

PAYMENT OF FEES

1. All band fees should be paid in full before band camp begins.
If there is a hardship, arrangements can be made with the band directors.
2. The beginning of band camp officially begins the current band year. Refunds will not be given if a student drops out during the current year.
3. If a student starts band during the band year, their band fee is prorated based on the full fee amount and the time remaining in the current school year.
4. Band Fees are used to fund all activities of the band including, but not limited to, the following:

Band Fee 2017-2018 \$750.00	
Expenses	Percentages
Field Show / Stadium / Field Maintenance	18%
Instruction (Not Including Directors)	15%
Instruments & Music	30%*
Transportation	16%
Uniforms	13% **
Miscellaneous (Supplies, Copies)	5%
Director Conferences / Association Dues	2%
Total	100% ***

* Instrument and Music purchases are supplemented annually by net fundraising income from OMHS Band Booster Organization

** Uniform purchases are supplemented annually by net fundraising income from OMHS Band Booster Organization.

*** Expenses over 100% of band fees are supplemented by band boosters.

*Percentages are based on band fiscal previous year
and are subject to adjustment at close of each fiscal year.*

