



*“Igniting a passion for  
the arts in every learner”*



WELCOME to the Downers Grove South High School Mustang Band Program and the many musical opportunities that are available through active participation. This handbook is intended to provide band students and their families with necessary information regarding the mission, goals, responsibilities, and policies of the program.

## **Downers Grove Fine Arts Department Mission Statement** *“Igniting a passion for the arts in every learner.”*

In Partnership with our community, we will ignite passion for lifelong participation in the arts in every student. This is achieved by forging individual pathways to success for each learner within a caring, collaborative, communicative learning environment.

## **Downers Grove South Mustang Band Program**

The band directors within the Fine Arts Department of Community High School District 99 South seek to provide a curriculum for wind and percussion students that meet high musical standards. In doing so, we continually strive to provide balanced and competitive program offerings that afford qualitative experiences for each and every student. Within the course and activity structure of four concert bands, three jazz bands, jazz combo, pep band, percussion ensemble, marching band, color guard, and winter guard, the needs and learning styles of all students must be consistently addressed. Therefore, students are continuously given the opportunity to advance their levels of performance and experience in congruence with their own self-motivation and discipline. As goals and learner outcomes for each performance group are developed, we also strive to provide students with opportunities to develop their personal character and social skills, as well as their musicianship and creativity.

## Marching Mustang Music Bowl Mission Statement



We believe that competition is an integral component of every band program. Healthy and respectful competition can develop poise, character, discipline, and engage the musical development of each individual member. Students that collaborate in a group endeavor involving competitive performance often learn values such as teamwork and group dynamics while learning to balance the needs of others above their own. It is the goal of our students, staff and parents to share the value of competition within our District 99 community, our neighboring school districts, and as we travel to other events so as to foster a greater understanding and awareness for all who experience the performing arts.

## Marching Mustangs Student Mission Statement



We, the dedicated leadership team of the Downers Grove South Marching Mustangs, believe that by supporting each other and giving our best focused effort, we will continually improve in practice and performance. We promise to hold each other accountable through cooperation and trust to create a respectful family bond. Through urgency and self-discipline, our endeavors will repeatedly raise our standard of performance.

# Curricular Ensembles

## **WIND ENSEMBLE**

**Credit: 1 unit (Course is Repeatable)**

**Eligible Grade Level: 9, 10, 11, 12**

**Eligibility Requirements: Audition**

Wind Ensemble is a full year course which meets daily for Fine Arts credit. Students are placed in Wind Ensemble following spring auditions that are held on campus and at various middle/junior high schools. This course focuses on developing individual performance proficiency and overall musicianship through a comprehensive curriculum. Literature studied is suited to the ability of the ensemble, and reinforces the theory of music as well as creative thinking. Private lessons are encouraged. Students in this course perform 5-7 times each year outside of the school day. Attendance at all events is expected.

## **WIND ENSEMBLE HONORS**

**Credit: 1 unit (Course is Repeatable)**

**Eligible Grade Level: 9, 10, 11, 12**

**Eligibility Requirements: Audition**

This course follows the same curriculum as Wind Ensemble with increased vigor, performance juries, and recital participation. The course is offered for weighted credit, and students must be pre-approved by the course instructor and Fine Arts Department Chairperson. See course instructor for pre-approval form.

## **WIND SYMPHONY**

**Credit: 1 unit (Course is Repeatable)**

**Eligible Grade Level: 9, 10, 11, 12**

**Eligibility Requirements: Audition**

Wind Symphony is a full year course which meets daily for Fine Arts credit. Students are placed in Wind Symphony following spring auditions that are held on campus and at various middle/junior high schools. This course focuses on developing individual performance proficiency and overall musicianship through a comprehensive curriculum. Literature studied is suited to the ability of the ensemble, and reinforces the theory of music as well as creative thinking. Private lessons are encouraged. Students in this course perform 3-5 times each year outside of the school day. Attendance at all events is expected.

## **SYMPHONIC BAND**

**Credit: 1 unit (Course is Repeatable)**

**Eligible Grade Level: 9, 10, 11, 12**

**Eligibility Requirements: Audition**

Symphonic Band is a full year course which meets daily for Fine Arts credit. Students are placed in Symphonic Band following spring auditions that are held on campus and at various middle/junior high schools. This course focuses on developing individual performance proficiency and overall musicianship through a comprehensive curriculum. Literature studied is suited to the ability of the ensemble, and reinforces the theory of music as well as creative thinking. Private lessons are encouraged. Students in this course perform 3-5 times each year outside of the school day. Attendance at all events is expected.

## **CONCERT BAND**

**Credit: 1 unit**

**Eligible Grade Level: 9, 10, 11, 12**

**Eligibility Requirements: Audition or recommendation of Middle School Band Director**

Concert Band is a full year course which meets daily for Fine Arts credit. Students are placed in Concert Band following spring auditions that are held on campus and at various middle/junior high schools. This course focuses on developing individual performance proficiency and overall musicianship through a comprehensive curriculum. Literature studied is suited to the ability of the ensemble, and reinforces the theory of music as well as creative thinking. Private lessons are encouraged. Students in this course perform 3-5 times each year outside of the school day. Attendance at all events is expected.

# **Additional Performance Opportunities: Co-Curricular Ensembles**

## **JAZZ ENSEMBLE**

**Credit: 1 unit (Course is Repeatable)**

**Eligible Grade Level: 9, 10, 11, 12**

**Eligibility Requirements: Audition, as well as concurrent enrollment in curricular ensemble**

Jazz Ensemble emphasizes aesthetic education through improvisation and performance of advanced jazz literature; harmonic, rhythmic and structural complexities of jazz, jazz history and solo transcriptions. Students in this course will participate in several jazz festivals and field trips. Additionally, students in this course perform at numerous school and community events. Attendance is required at all curricular and co-curricular performances. All members of this course must be concurrently enrolled in another instrumental ensemble (with the exception of piano and guitar). Membership in this course is based on audition during the first week of the school year. Students interested in the course should pre-register, attain audition music in May/June, practice the music during the summer, and sign up for an audition as the school year begins. This course is offered daily as an Early Bird class (7:00 – 7:50 a.m.). Students must arrange their own transportation.

## **JAZZ ENSEMBLE HONORS**

**Credit: 1 unit (Course is Repeatable)**

**Eligible Grade Level: 9, 10, 11, 12**

**Eligibility Requirements: Audition, as well as concurrent enrollment in curricular ensemble**

This course follows the same curriculum as Jazz Ensemble with increased vigor, performance juries, and recital participation. The course is offered for weighted credit, and students must be pre-approved by the course instructor and Fine Arts Department Chairperson. See course instructor for pre-approval form.

## **JAZZ LAB BAND**

**Credit: 1 unit (Course is Repeatable)**

**Eligible Grade Level: 9, 10, 11, 12**

**Eligibility Requirements: Audition, as well as concurrent enrollment in curricular ensemble**

Jazz Lab Band provides music students with an opportunity to explore all forms of jazz through the study of big band, combo, and modern jazz literature. While performing jazz music, students will be encouraged to expand their creativity through the process of improvisation. Students in this course will participate in several jazz festivals and field trips. Additionally, students in this course perform at numerous school and community

events. Attendance is required at all curricular and co-curricular performances. All members of this course must be concurrently enrolled in another instrumental ensemble (with the exception of piano and guitar). Membership in this course is based on audition during the first week of the school year. Students interested in the course should pre-register, attain audition music in May/June, practice the music during the summer, and sign up for an audition as the school year begins. This course is offered daily as an Early Bird class (7:00 – 7:50 a.m.). Students must arrange their own transportation.

### **JAZZ WORKSHOP**

**Credit: 1 unit (Course is Repeatable)**

**Eligible Grade Level: 9, 10, 11, 12**

**Eligibility Requirements: Audition, as well as concurrent enrollment in curricular ensemble**

Prerequisites: Audition during first week of school. Jazz Workshop is a full year course which meets daily for a Fine Arts credit. Emphasis is aesthetic education through improvisation and performance of suitable literature; harmonic, rhythmic and structural complexities of jazz, jazz history and solo transcriptions. Attendance is required at all curricular and extracurricular events. This ensemble participates in several jazz festivals from January to March of each year. All members of the ensemble must be concurrently enrolled in another instrumental ensemble. Membership in this ensemble is predicated upon director audition. This course is scheduled as an Early Bird class (7:00-7:50 A.M.). Transportation is not provided for this class.

### **MUSTANG PEP BAND**

**Credit: None**

**Eligible Grade Level: 9, 10, 11, 12**

**Eligibility Requirements: Concurrent enrollment in curricular ensemble**

The Mustang Pep Band is a volunteer group of students that perform for both Boys' and Girls' Varsity Basketball games. The Pep Band is responsible for providing a lively and fun atmosphere for the community and basketball games. The Pep Band rehearses periodically during 5A Resource for any students available, however the group is open to all. Mustang Pep Band members are encouraged to attend all of the games on the schedule when possible. The season for this ensemble starts in November and ends in February.

### **MARCHING MUSTANGS**

**Credit: None**

**Eligible Grade Level: 9, 10, 11, 12**

**Eligibility Requirements: Concurrent enrollment in curricular ensemble with a recommended 5A Resource/5B Lunch**

Having formed an outstanding and competitive reputation over the last 35 years, the Marching Mustangs continue to provide current wind and percussion students at South High with an exciting, rewarding, and musical team experience. Features for the volunteer students of this organization include 4-5 competitive performances that culminate in an overnight trip to a marching festival in the Midwest. Two 3 hour rehearsals each week during the two month season of September and October, two 4 hour summer rehearsals each week beginning in June (excluding a three week break in July), and an intensive but fun week long band camp experience in late August comprise the bulk of the rehearsal schedule for this ensemble. The Marching Mustangs also perform at all home football games and play host to our own Marching Mustang Music Bowl competition here on campus. Students may register for membership in the Marching Mustangs in March for the following Fall season, including payment for band camp and the overnight trip. Students will then be assigned to a 5th period resource where they will rehearse daily during the first fall quarter, and enjoy study hall time the rest of the year. As a competitive organization, members of the Marching Mustangs annually remit the District 99 Activity Participation fee to the Office of Student Activities.

### **Marching Mustangs Curricular Requirements:**

**\*\*With the exception of color guard, students in the Marching Mustangs are required to maintain concurrent year-long enrollment in one of the four DGS Mustang Bands Concert Bands. Students should also be enrolled in Marching Band Resource 5A. With that consideration of the schedule, any exception to this policy will not be taken lightly and must be considered in conjunction with the directors and counselors to determine if we can make the schedule work.\*\***

## **STUDENT RESPONSIBILITIES**

- Contribute to your music education by making positive use of your talents.
- Improve your knowledge and understanding of music through active performing, listening, and creating.
- Develop a practice routine that includes the use of the following musical concepts: pitch, intonation, tone color, technical facility, rhythmic accuracy, and musicality.
- Develop social and personal skills by taking advantage of all opportunities to work as leaders and team members.
- Be encouraged to participate and perform in a small ensemble, prepare a solo for a contest or recital performance, and/or take private lessons if financially possible.
- Be regular in attendance and account for all absences.
- Attend sectionals as scheduled by the directors, staff and/or section leaders.
- Make a real effort to learn and improve daily in all band activities so as to understand and appreciate the importance of everyone's contribution to the success of each group.
- Learn to contribute to an environment in which every member desires to participate effectively.
- Follow all classroom rules and school regulations as specified in the student handbook.

## **DIRECTOR RESPONSIBILITIES**

- Work with the band members to continue to create an environment conducive to the development of musical creation and expression, and in which all students learn to participate effectively.
- Choose music and plan daily rehearsals to encourage musical improvement and develop further understanding of musical knowledge.
- Clearly communicate all daily, weekly and monthly expectations, and hold each student accountable for his or her performance and behavior.
- Evaluate the progress of each student in a positive and constructive manner.
- Evaluate the performance of each ensemble and/or section in an equitable and positive manner.
- Provide opportunities through regular student meetings and individual conferences for the expression of concerns, conflicts, problems and suggestions.

## **PARENT RESPONSIBILITIES**

- Support the students' efforts and show an interest in their music study.
- Arrange time and provide a place for daily practice.
- Provide an instrument for the student and keep it in good repair.
- Assist in teaching the students to be prompt in attendance of all rehearsals, return all forms, fees and fund raising monies on time, and to maintain their uniform and/or concert attire properly.

- Attend concerts, football games, and competitions as much as possible.
- Become actively involved - attend band parent meetings, help chaperone band events, support fund-raising activities, co-chair a project, inform the Mustang Band Booster officers of any special talents, contributions or suggestions you have for the development of the band program.

## **STUDENT DISCIPLINE - STANDARDS AND RULES OF STUDENT CONDUCT**

1. In general, the rules and guidelines set forth in the South High School **Parent/Student Handbook** shall apply to all activities of the band during the entire year. This includes daily classes, out of school rehearsals and performances, and any competitions, tours and special performances the band undertakes.
2. Students must abide by all local, state, national and international laws.
3. Any student whose attitude and/or behavior is in direct conflict with the Standards and Rules of Conduct will be subject to disciplinary action from the staff which may include (upon notification of his/her parents) being sent home before the end of a trip or performance, at the student's and parent's expense. During school hours, a student may be sent to the Dean's office with a disciplinary referral.
4. The student must not buy, consume or possess any alcoholic beverage at any time. The student must absent himself or herself from any gathering where alcoholic beverages are possessed or are being consumed, regardless of the fact that the student does not possess or is not consuming an alcoholic beverage.
5. The student must not buy, consume or possess controlled substances at any time. The student must absent himself or herself from any gathering where controlled substances are being used, regardless of the fact that he or she may not be using controlled substances.
6. Students are not permitted to smoke at any time.
7. Students may not leave trips, contests or activities at any time for any reason, unless a Band Director is notified, in writing (in advance) and renders approval for said absence. Students should be present for all scheduled meals unless previous arrangements have been made with the chaperones and they are expected to participate in all scheduled activities.
8. Students should refrain from excessive show of affection and/or related activities. Boys may not enter girl's hotel rooms or vice versa unless the door is propped open.
9. Curfew will be determined each evening by the staff. No one is permitted to leave their assigned hotel room after curfew. Room doors must be kept locked at all times after curfew. Telephones are to be used for emergency purposes only! Toll phone calls should be made from public pay phones only. It is expected that ALL students will cooperate fully with chaperone requests for quiet time past curfew, as lack of proper rest will be a serious detriment to both student's health and the successful performances of our Mustang Bands.
10. Students will not be permitted to use H.B.O. or other movie channels that require payment of additional fees (this will appear on a computer print-out provided by the Hotel Office).
11. Students must remain with their hotel roommate(s) unless a change has been approved by a Band Director.

12. Casual dress may be worn on the bus and the hotel area (within school dress code limits). During those periods of time when the designated dress is the band or color guard uniform, a complete uniform is required and it is to be worn in the prescribed manner.
13. While on the buses, only radios/tape recorders with headphones will be permitted; no glass bottles will be permitted; abusive language or shouting (at any time or place) will not be tolerated; and it is expected that students will cooperate fully with chaperones, section leaders, airline personnel, bus drivers, tour guides, hotel personnel and staff regarding behavior.
14. Students may not drive automobiles or other motor vehicles; nor may they ride in private cars without the express permission of a Band Director. Permission will not be granted without advanced parent approval in writing.
15. Students must agree to check in with chaperones according to pre-established procedures, during sightseeing, meals, and shopping times; students are required to stay together in small groups of 2 or more.
16. All suitcases, equipment, instruments, garment bags, and/or carry-ons must be identified completely with name, address, and phone number. It is also understood that all personal effects must be subject to inspection by the staff in the necessary enforcement of school policy during school hours or on trips and other band activities.
17. There will be **no liability** on the part of **Community High School District 99 South**, for any theft or damage to personal effects during school hours, or trips and other band activities (except as provided by specific language inherent in pre-purchased family insurance policies).
18. Students who violate or disregard any of the above Standards and Rules of Conduct will meet with chaperones and staff. Appropriate action will be taken at the discretion of the Band Directors. This action may include one or both of the following:
  - A. The student will be sent home (upon notification by telephone) at the expense of the student's parents or guardians
  - B. The student will be referred to the appropriate Dean.
19. **Cyber Bullying, Hazing & Harassment** - The Marching Mustangs is a family environment. There is zero tolerance for intentionally making a member of the group feel uncomfortable or threatened. Students that are involved with any sort of harassment, hazing, or cyber bullying will be removed from the ensemble with no refund. This ensemble is a privilege, not an entitlement. This privilege will be honored and respected through appropriate behavior.

Disciplinary action may range from detention to a suspension or expulsion from school, in very extreme cases. Discipline procedures may be found in the Parent/Student Handbook, and the Mustang Band Handbook, as developed by the Band Directors.



## **DRESS CODE**

Specific clothing requirements have been established to present all concert band and jazz students in a consistent and visually tasteful manner, to not distract from the music. All students are required to meet these codes when attending a scheduled band or jazz performance.

**Concert Band, Symphonic Band, Wind Symphony, and Wind Ensemble:**  
Please choose 1 of the following:

**Option 1: Black Tuxedo**

- Black dress/tuxedo coat (no tails)
- Black dress/tuxedo pants
- White dress/tuxedo shirt
- Black bow tie
- Black dress socks (no designs)
- Black dress shoes (tuxedo shoes recommended)
- Discrete/minimal jewelry

**Option 2: Long Black Dress/Skirt**

- Long black dress or black blouse and skirt (must fall below the knees while sitting)
- Black nylons (ankles must be covered)
- Black formal dress shoes (closed toe, short/no heels are preferred)
- Discrete/minimal jewelry

**Option 3: Black Suit**

- Black, long-sleeved button-down shirt OR long-sleeved formal blouse/top (no designs or logos)
- Black dress coat
- Long black pants in a formal style
- Black dress socks (ankles must be covered)
- Black dress shoes (closed toe, short/no heels are preferred)
- Discrete/minimal jewelry

**Jazz Workshop, Jazz Lab Band & Jazz Ensemble:**

All black formal attire. Any changes to be determined by individual bands.

## **CONTEST POLICY & PROCEDURE**

The mission statement of the band program dictates that the band directors will provide balanced and competitive program offerings that afford qualitative experiences for each and every student. In doing so, each band student and family must consider participation in these events as part of the curriculum of the band program, and not as an "extracurricular activity. The priority that each student places on this concept must be consistent throughout each performance group. Put another way, each group must depend on every member for success, and therefore each student must attend each event in order to achieve that success.

The calendar provides information for all band related contests and competitions as far in advance as possible. Students and their families will be expected to abide by established attendance policies for all events pertaining to their performance group. Student transportation will be provided by bus in most cases, and travel and schedule information will be handed out and/or posted within 1 week of each event as information becomes available. Any parent that wishes to provide alternative transportation for their student must submit a note in advance of the event. Parent permission for each event is secured through the Medical Information and Release Form collected at the beginning of each school year.

## **CONCERT POLICY & PROCEDURES**

Concerts in the Downers Grove South High School Auditorium and/or Cafetorium for curricular classes (Concert Bands and Jazz Bands) are scheduled one year in advance. These performances are directly related to the curriculum of the band classes and their attendance is mandatory. Students will be expected at school 45 minutes before the posted concert time for warm-up and tuning. Students will be required to remain and listen attentively for the entire event. If a student is absent from school on the day of a concert performance, they are still required to attend the performance under the normal guidelines of the attendance policy.

## **BAND CALENDAR & DATE CHANGE POLICY**

The band calendar is set in the spring of each year. A copy of the calendar for the entire school year is available on this handbook. It contains concert dates, competitions, football games, fund raising activity deadlines, and meeting dates. Much of this calendar is represented in the all-school calendar which is sent to all students and parents. An updated copy is posted to the band website at least once a month. Students are required to attend all events on the calendar. If dates must be added or changed, the information will be posted with at least two weeks notice. Jazz and Winter Guard competitions are usually added to the calendar when they are made available.

## **PERFORMANCE/REHEARSAL ATTENDANCE POLICIES**

The attendance policy must apply equally to all band members. Membership in any band at South High School automatically includes attendance at all rehearsals, sectionals, special sessions, lessons and

performances. Scheduling of events is done as far in advance as possible. A musical group will not be effective to the student, parent, or to the audience without complete participation.

Student's absences fall under two classifications: excused and unexcused. An **excused absence** may be:

- 1) Death or serious illness in the family or other family emergency.
- 2) Personal illness. If a student is sick the day of a scheduled rehearsal, he/she must present a written excuse signed by a parent the next school day after the absence. In the event of any long-term illness, please notify the director by phone.
- 3) Calendar Rule Clause. If the student and parent can show that the reason for an absence is because something else has been planned before the calendar was distributed or changed, then the student may be excused.

It is very important that all students learn the importance of planning ahead and budgeting their time. Homework must be planned as well as other activities to avoid conflicts with rehearsals and performances of all band organizations. Any student who is unable to attend a scheduled rehearsal or performance for any other reason, including work conflicts will be considered **unexcused** even with a note signed by the parent.

## **Mustang Band Grading Policy**

<b>Quarter Progress Grade:</b>	ASOL (Performance Grades/Tests) – 60% ASFL (Progress Grades) – 0% Etiquette – “Mustang Way” 10% Listening – 15% Writing (Reflections) – 15%
<b>1<sup>st</sup> Semester Final Grade:</b>	90% Semester Content, 10% Final Exam
<b>2<sup>nd</sup> Semester Final Grade:</b>	90% Semester Content, 10% Final Exam

### **Grading Categories**

Listed below are the categories of grading that will be utilized throughout each semester for all curricular concert bands and jazz bands. Within these categories, each director will create assignments that will be averaged into the semester grades for each category as described below. Both the grading categories and individual assignments will be available on the online grading system for perusal by parents and students at any time during the school year.

### **ASOL – Assessments OF Learning**

Assessments of Learning can be categorized as any assignment that acts as a summative assessment. Summative assessments evaluate student learning at the end of an instructional unit, acting as a benchmark in student growth and learning. Typical ASOL grades include concert performances and playing tests. Each director holds the right to add ASOL assignments throughout the course as needed. Students should expect several ASOL assignments each semester.

### **ASFL – Assessments FOR Learning**

Assessments of Learning can be categorized as any assignment that shows progress throughout the course of a unit. ASFL's may be given throughout the course of an instructional unit to show student growth. These grades may be added to the gradebook, but will not affect the student's grade average for the course. Multiple ASFL grades throughout an instructional unit can be valuable to show growth and learning.

**Etiquette - “Mustang Way”**

Etiquette grades are determined by the conduct of students and their proper positive attitude as highlighted through the new school initiative “Mustang Way” in class or after school activities. All students will begin each semester with a numerical grade of 100%, or 100 total points. If a student is tardy, interrupts class activities by talking or playing out of turn, or is disrespectful of other students and/or careless with school equipment, the etiquette grade will be reduced one point for each infraction. This grade reflects 10% of each quarter/semester.

<h2 style="color: #00AEEF;">Mustang Way</h2> <h3 style="margin: 0;">DGS Fine Arts Department Classroom Expectations</h3>	
<b>RESPECTFUL</b>	<ul style="list-style-type: none"> <li>● <b>Respect one another's creativity.</b></li> <li>● <b>Come prepared individually for artistic success.</b></li> <li>● <b>Understand group success is dependent on your personal preparation.</b></li> <li>● <b>Respect school property, your property, and the property of others.</b></li> <li>● <b>Respect the artistic environment both in and out of your classroom.</b></li> <li>● <b>Study and respect historic artistic mentors.</b></li> </ul>
<b>RESPONSIBLE</b>	<ul style="list-style-type: none"> <li>● <b>Practice your art often and well.</b></li> <li>● <b>Set practice goals for future success.</b></li> <li>● <b>Visualize your artistic growth.</b></li> <li>● <b>Plan ahead, look back, and enjoy each moment</b></li> <li>● <b>Use technology to assist in artistic reflection and expand the walls of your classroom.</b></li> <li>● <b>Embrace the artistic journey, process to product and rehearsal to performance.</b></li> </ul>
<b>ENGAGED</b>	<ul style="list-style-type: none"> <li>● <b>Ears clear – Eyes wide.</b></li> <li>● <b>Ears open – always listening.</b></li> <li>● <b>Encourage others and collaborate with your class mates.</b></li> <li>● <b>Consider the work of those around you more important than your own work.</b></li> <li>● <b>Demonstrate focused artistic energy.</b></li> <li>● <b>Never settle for anything less than artistic excellence.</b></li> </ul>

**Listening/Writing**

These grades will be assigned by individual teachers to help students listen to recorded examples of themselves and professional bands, and respond with written assignments, reflection papers, and other such assignments. Listening and reflection is crucial to student musician development and will occur frequently throughout each music course.

**Attendance**

Concert dates are advertised well in advance, and are therefore mandatory for all students to attend. If a student is absent from a rehearsal, performance, concert, or contest, the absence must be excused by a parent in the form of a note. Please refer to the Band Handbook regarding this policy. Any unexcused absences will result in a 10% (1 letter grade) reduction in the grade.

### **Pass/Fail Option**

Students may choose another option for their band class by selecting pass-fail. This enables the student to participate in all of the activities and tests of the class and receive transcript recognition and full credit for taking the class, but no letter grade will be issued. This opportunity is primarily provided for those students who take one or more honors classes and wish to achieve a grade point average above 4.0. All students electing this option will be expected to work to earn a (hypothetical) grade of B (80%) or better in order to pass. In order to prevent students in this option from failing, a progress report will be issued if a student falls below a B (80%) level in quarterly testing.

### **Fine Arts Honors Program**

Juniors and Seniors (and sophomores with permission) who are enrolled in Wind Ensemble or Jazz Ensemble may choose this option to receive a “weighted” grade for one or both of these two courses. A special handbook is available for interested students and application must be processed within the first 2 weeks of school.

### **Band Handbook**

Our band handbook is located in the Google Classroom and linked on Teacher Access Center. page for each course. The handbook is updated at the start of each school year to reflect program changes. The handbook is available digitally to any student or parent.

### **Google Classroom**

The majority of class materials will be distributed through Google Classroom, an online digital space for students and teachers. All assignments, announcements and important course documents will be posted and updated throughout the year.

### **Band Booster Website – [www.dgsbandboosters.com](http://www.dgsbandboosters.com)**

Please add the band booster website address to your computer list as well. On this page you will find current event information, contact information for the booster officers, and updated listings of activities, fund raising, and sale items. You can also register for group e-mail to keep your family updated on all current activities.

## **COMMUNICATION INFORMATION**

Students and parents will be receiving information throughout the year about many different things including calendar changes, practice schedules, fundraising dates, and other activities. This will be accomplished in four ways, verbal and written directions from the teachers to the students, monthly newsletters mailed directly to

each family, email updates sent to every family who submits their address, and the Mustang Band Website. If any parent and/or student does not receive a newsletter, or wishes additional instructions or information, please email the Band Booster president. Contact information found at [www.dgsbandboosters.com](http://www.dgsbandboosters.com)

<b>Mustang Band Website</b>	<a href="http://www.dgsbandboosters.com">www.dgsbandboosters.com</a>
<b>DGS Fine Arts Blog</b>	<a href="http://southfinearts.blogspot.com">http://southfinearts.blogspot.com</a>
<b>DGS Friends of the Fine Arts (FOFA)</b>	<a href="http://www.dgsfofa.org/">http://www.dgsfofa.org/</a>
<b>DGS School Website</b>	<a href="http://www.csd99.org/dgs">http://www.csd99.org/dgs</a>
<b>Fine Arts School Website</b>	<a href="https://www.csd99.org/dgs/academics/fine-arts">https://www.csd99.org/dgs/academics/fine-arts</a>
<b>Fine Arts Twitter</b>	<a href="https://twitter.com/dgsfinearts?lang=en">https://twitter.com/dgsfinearts?lang=en</a>
<b>DGS Bands Twitter</b>	<a href="https://twitter.com/DGS_Bands">https://twitter.com/DGS_Bands</a>

*As listed below, each teacher is the person to contact for each of the classes regarding grades and/or attendance:*

**Mr. Greg Hensel – Symphonic Band/Wind Ensemble/Jazz Lab Band/Pep Band/Rock Band**

[ghensel@csd99.org](mailto:ghensel@csd99.org) (630) 795-8692

**Ms. Jennifer Mullen – Symphonic & Concert Orchestra**

[jmullen@csd99.org](mailto:jmullen@csd99.org) (630) 795-8709

**Dr. Will Sugg – Concert Band/Jazz Workshop/Marching Mustangs/Pep Band**

[wsugg@csd99.org](mailto:wsugg@csd99.org) (630) 795-8693

**Mr. Jerry Lowrey – Wind Symphony/Jazz Ensemble/Fine Arts Department Chair**

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## **BAND BANQUET AND AWARDS**

Each year the Mustang Band Boosters and the Band Staff organize a year-end banquet. This dinner is an occasion to celebrate the successes of each year and to recognize student achievement throughout the year. Band letters, scholarships and recognition awards will be given out at the banquet as well as at the senior awards night for the entire school. Specific plans for this banquet and a list of all the awards and scholarships will be published in several of the spring newsletters.

## **BAND EQUIPMENT & LOCKER SPACE**

Community High School District 99 South owns over 150 different wind and percussion instruments that may be assigned to students for personal use. Those students in need of a school instrument are asked to request an instrument at the beginning of each year. Brass students that share the same instrument will be given different mouthpieces. Woodwind students are expected to provide most of their own reeds. Percussion students are required to provide a pair of concert drumsticks, timpani mallets, plastic xylophone mallets, yarn marimba/cymbal mallets, and a stick bag. Students and their

parents will be held responsible for the care and protection of these assigned instruments. All students will be provided with a band locker for use in school to store both assigned school instruments and personal instruments that are brought to school for rehearsal and practice. Each locker must be kept locked with a combination master lock that each student is expected to provide. Locks are available for purchase in the bookstore. These lockers are to be used only for instruments. There are separate storage areas for music and music folders in the band room. In the event that any items other than instruments are found inside these lockers, the item(s) will be removed and taken to the student lost and found in the attendance office.

## **BUS TRANSPORTATION AND MEDICAL RELEASE FORMS**

Band members are required to ride to and from all contests and field trip activities on the student busses. These school busses will be chaperoned by at least one parent per bus. It is possible to make other arrangements for transportation only if the parents communicate their intentions through a written note. It is important for parents to remember that once their student leaves the group, the District 99 Staff and chaperones are no longer responsible for them.

Each student will need to fill out a medical release and information form before the first school field trip. These forms are necessary to provide medical information on trips, and to give permission for emergency medical treatment in case of a sudden illness or accident. These forms are distributed during the registration period, and must be returned before the school year begins, or with the marching band contract.

## **UNIFORMS**

District 99 purchased a brand new set of uniforms for the Marching Mustangs in the spring of 2011. Because of the flexibility that was permitted for design, the school spirit and pride in a uniform that reflects the colors and traditions of Downers Grove South was developed. The uniform represents the culmination of the hard work, individual and group effort, and spirit that has been passed on from each group of students to the next over the last 38 years. Each student that wears this new uniform must do so with the proper appreciation and understanding of this tradition. Proper conduct must always be maintained while in uniform. When you wear our uniform you represent our school, our community, and our band program, so you must do so with respect for yourselves and each other.

### **Check In -Out Procedures**

A cotton band-issued T-shirt must always be worn under the jacket. Likewise, underwear and a pair of athletic compression shorts must be worn under the trousers. If the weather is cold, students may wear upper and/or lower long underwear underneath. At no time should jeans, jackets or sweat pants/shirts be worn underneath.

Band and color guard students are asked to purchase "marching shoes" in order that the band look consistent. The cost of these shoes is \$30.00 (color guard shoes may cost up to \$40) per pair and if treated with care, the shoes should last for four years. Band students must also provide their own black socks, and color guard tan nylons (ask your instructor for the right type). Emergency socks will be available for \$2.00 a pair. Each uniform comes with a garment bag (with a pocket for shoes), hat box, and rain coat.

Two pairs of white gloves will be distributed during the marching season. Replacement gloves will be available for \$2.00 a pair. Do not store anything in your garment bag except your uniform. Hats and plumes should be stored in the hat box, and shoes only in the shoe pocket.

## Care

After wearing, your uniform should be checked for torn hem, snaps, dirt, spots, rips, tears, etc. Any problem with a uniform should be reported to the uniform coordinator immediately. If the uniform becomes damp or wet because of weather conditions you will be instructed at that time about how to care for your uniform. Shoes must be cleaned before every performance. If the shoes get muddy or are damp the student should take them home that evening to dry them out and return them clean for the next performance.

## Replacement Costs

If any student should lose, damage, or destroy any part of their uniform, that student will be responsible for the cost of the necessary cleaning, repair, and/or replacement as follows:

- Color Guard - \$160
- Band and Drum Majors - Jacket \$375.00
- Trousers \$225.00
- Garment Bag \$22.00
- Aussie Hat w/box \$35.00
- Hat Box \$5.00
- Plume \$22.00
- Lined Rain Coat \$60.00

## FUNDRAISING AND BAND FEES

Each family of a student in the band program will be asked to contribute a \$50.00 membership fee to the Mustang Band Boosters. This is the only fee that will be requested each year. Each member is asked to share in the responsibility of supporting the efforts of the Boosters financially. Each year our budget is divided to cover items such as postage, concert refreshments, equipment purchase and repairs, and significant monies to bring in clinicians to work with every aspect of the total band program.

Fundraising is also a very important part of the band program - just as it is in other organizations. A small percentage of some of the fund raising activities will also help to contribute to the yearly budget.

Band members will have a number of opportunities throughout the year to earn funds to refund their expenses which will include trips, the year-end banquet, uniform replacement parts, etc. Fund raising activities may vary from year to year. A listing of current fund raising activities is included in the monthly newsletter calendar. We feel that each of these programs provide quality products and offer something of value to the purchaser in addition to helping the band raise needed revenues.

There are a number of specific fundraising policies:

All fund raising by the Mustang Band Boosters is done in compliance with procedures established by the Office of Student Activities and District 99 Board policy.

All monies collected by students in school-sponsored fund raising activities become the property of the organization's' general fund. No student may receive a cash refund of monies he or she has collected.

Each student is credited with the amount he or she has collected. This credit is to be used only to defray band activity costs. Any money left in an individual account after graduation will be transferred to the scholarship fund. The only exception is that the credit will be applied to siblings that remain in the program.

Any items consigned to a student for the purpose of fundraising must be sold at the specified price only. Students must meet the established time frames for order taking, delivery and turning in collected money. Any items not sold by the student during the specified time must be returned in new condition and in a timely manner. Students must pay for any damaged goods. Parents or guardians will be held responsible for any goods or monies not delivered in a timely fashion.



## **BAND EQUIPMENT & FACILITY RULES**

It is vitally important that all students respect the property and facilities that have been provided for the band program. To this end, the following rules have been set forth to accomplish the preservation of our resources:

- 1) There will be no food, drink (except bottled water), or chewing gum allowed in the band room B128, or the adjoining practice rooms and locker rooms at any time for any reason. If students need to eat quickly during the school day or during extra rehearsal or performance activities, eating and drinking is permitted in the cafetorium, cafeteria, or outside only.
- 2) School instruments must be maintained and cleaned by the students who have been assigned to them. In the event of accidental damage or malfunction, a director must be notified.
- 3) At no time should anyone play another person's instrument or equipment without their permission. Only percussion students are allowed to play percussion equipment at any time.
- 4) All music and folders for concert, and jazz bands should always be stored in the appropriate slots that are provided. Music is not to be taken out of the folders and shoved into instrument cases or lockers. Marching band music only may be stored either in instrument cases, or in lockers alongside the instrument.
- 5) All marching band uniforms, color guard equipment and ethnic percussion instruments are to be stored in the second floor loft area. Only students assigned to uniforms and/or equipment may enter the loft.

## **BAND CAMP RULES**

- 1) It is the responsibility of each student to see that he/she gives no cause for concern or anxiety by being rude or thoughtless during the week of camp (as well as all other rehearsals and performances throughout the season).
- 2) Always do the right thing at the right time with the right attitude. If you ever question whether something is right or wrong, consult your section leader, staff member or director in a courteous manner.
- 3) While at camp, in rehearsal and at all other times (including the rest of the season), each member reflects the pride, accomplishments, and the discipline of our band. In addition, all students are representative of our school, community, and state. Student actions and attitude should reflect this philosophy at all times.
- 4) Each day, directions and or changes in the rehearsal schedule will be given at mealtime. It is the responsibility of each student to be present at all meals, listen to and pay attention to the announcements and directions that are given, and follow them through each day.

## **BUS RULES**

- 1) No drinks that cannot be closed - drink boxes and plastic bottles with lids ok, absolutely no glass!
- 2) After bus assignments are made, changes may be made on the way back to Downers Grove South HS only if a person can find someone else to trade with upon approval of a director. Changes will not be made until attendance is taken with the original assignments.
- 3) Garbage is to be placed in the proper trash receptacles. No one is permitted to leave the bus until it has been inspected by chaperones, and/or student bus captains.
- 4) No audio players on the bus without headphones.

- 5) Keep the noise level on the bus down to a dull roar. No screaming, abusive language, or excessive loud talking or singing. If quiet time is needed, or requested, all students must comply.
- 6) All students are responsible for loading and unloading the bus they are riding on. Students are also responsible for transporting all equipment and luggage to their rooms, cabins, etc.
- 7) All students are required to ride the bus to competitions. No students will be permitted to drive their own cars to a competition for any reason. Arrangements may be made for students to ride home with parents if a note signed by the parent is submitted prior to departure.

## **HOTEL RULES**

- 1) Students may gather only in their own assigned room or in public spaces.
- 2) Curfew and lights out are set for each night according to an itinerary, schedule, or announcement made to the entire group. All students are required to be in their rooms at the appointed time.
- 3) After lights out, a piece of masking tape will be attached to your door, and to the door jam. No student is permitted to leave their room after lights out, for any reason. The time between curfew and lights out can be used to get pop, or ice if needed, and approved by your chaperone. If the seal of the tape on your door is broken the next morning, for any reason, the person or persons responsible for leaving the room will receive the consequence. If there is an emergency, you must call your chaperone first, and they will escort you from your room, if needed.
- 4) There are other guests in the hotels. Please respect their rights to a pleasant stay by staying quiet in the hallways.
- 5) Students are not allowed to be in the hotel rooms of other guests, or the rooms of students from other bands, nor will those guests or students from other bands be allowed in your room.
- 6) Keep your room locked at all times and do not open your door to anyone unless they identify themselves as a member of our tour. This may be able to prevent theft from outsiders.
- 7) Rooms are to be kept free of garbage and food. If rooms are accidentally damaged in any way, the students responsible will pay for the damage.
- 8) After lights out, students will not be permitted to call another room except in an emergency.

## **MARCHING MUSTANG REHEARSAL/PERFORMANCE CONTRACT**

### **Preface**

The commitment that is necessary for membership in the Marching Mustangs of Downers Grove South High School reflects numerous and various rehearsals, performances, and financial obligations. These must be met not only by each student member, but their parents and families as well. The purpose of this contract is to promote awareness and responsibility towards the events of the season, the financial responsibilities of each family, and to obtain a written commitment from each student and family to dedicate their time and energy towards the season in its entirety.

To that end, the performances, rehearsals and obligations included in the band calendar (posted on the website) will not be changed or altered by any student or member of the staff of the Marching Mustangs. Each event must be attended, completed, and/or fulfilled by all students, families and the staff. It is also important for all students and staff members to respect the starting and ending times outlined. Students must arrange their schedules to be on time, and staff will release the group on time as well. No additional expenses will be required other than those outlined here.

No additional full rehearsals or performance dates will be added. Extra sectionals are at the discretion of student section leaders. The field house will be available in case of inclement weather; no student or family should assume that any rehearsal or performance would be cancelled. In the case of an event listed in the tentative calendar as TBA, all students, families and staff must reserve the day. Further information will be provided when possible (for example, football playoffs games are not determined until arrangements are made with other teams).

## **Marching Band Values and Goals**

### **I Attendance**

Each rehearsal and performance will be executed according to a predetermined list of goals and procedures. In order to achieve the most effective process, all students and staff must attend all rehearsals and performances. Directors must approve excused absences in advance, therefore students and parents must submit the *Request for Excused Absence Form* prior to requested dates. In addition, any student with a paying job must obtain the signature of his/her employer verifying their understanding of the rehearsal/performance calendar because work conflicts will not be accepted as excused absences. Being a member of this program also requires students, parents and families to manage their time efficiently in order to achieve true ownership of the group. Managing homework, planning activities in advance and working out carpools and the like are all part of learning to utilize time in a proactive manner.

### **II Standard Operating Procedures (S.O.P.'s )**

As indicated in the mission statement, each performance at a football game, competition or otherwise must reflect an improvement over the previous one. In order for performances to reach higher levels, the rehearsal process must also reflect a performance atmosphere. The student section leaders, leadership clinicians and staff have developed a set of Standard Operating Procedures that will help realize our goal of not only rehearsing to perform, but performing our rehearsals. These procedures will become part of the fabric of our rehearsal time together. It is our ultimate desire to teach each member of the band not only to follow these procedures because they are asked to, but because they want to in order to become a better band.

### **III Motivation and Inspiration**

As we learned from our past guest composers, motivation that comes from an external source can provide an emotional boost, but inspiration that is born from the admiration of others and also from musical expression can turn into an internal source of pride and energy that will never run out and

cannot be quenched. During time spent in the marching band activity, students will also learn about the many ways they can influence or be influenced by other students and adults. It is the goal of the group as a whole to turn positive influences into mutual confluence, and thereby creating a powerful synergy that can propel the band in ever further positive directions.

#### **IV The Marching Mustang Legacy**

Students, parents and staff must always be aware that the Downers Grove South Fine Arts Department and the Marching Mustangs have a rich tradition and history of excellence. Everything students say and do, from their behavior at school rehearsals and events to the way the uniform is worn, must reflect an attitude of pride and respect toward our historical achievements and the goals of the present season. Specific behavior and conduct expectations are part of the Mustang Band Handbook, and the rules contained in the South High Parent/Student Handbook. By signing this contract, all students will be held accountable to these standards and rules, and that they will do so knowing that everyone in the group will respect and follow these rules for the greater good of the band program.

#### **Communication**

Directors, staff, students and families are strongly encouraged to maintain communication with each other through e-mail or voice mail as listed below, or the use of the band website: [www.dgsbandboosters.com](http://www.dgsbandboosters.com). Specific questions and information are available through the band director and fine arts department chairperson as indicated below:

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