

Mission Oak High School
Instrumental Music Handbook
2023 - 2024



Welcome to the Mission Oak High School Instrumental Music Program!

Instructional Staff

Calvin Carr - Instrumental Music Director
Matthew Robeson - Brass, Marching, & Visual Tech
Amie Trujillo - Percussion Caption Head, Woodwind & Front Ensemble Tech
Alana Vega - Front Ensemble Tech
Xavier Johnson - Front Ensemble Tech
Arturo Nunez - A/V specialist
Jonathan Camarena - Percussion Caption Head/Battery Tech
David Beason - Percussion Battery Tech
Te'Mira Moore - Color Guard Caption Head
Jazmine Rogrigueaz - Color Guard Tech
Jazzlyn Garcia -Color Guard Tech

About Our Program

The instrumental music department is made up of three main components: band (woodwinds, brass and percussion), orchestra and colorguard. A brief description of each ensemble is listed below, along with the class period and time of year the ensemble occurs. In addition, there is a number assigned to each ensemble that indicates the level of time commitment that is necessary for participation.

Marching Band

(4th Period, After School, Fall Semester) (Level 3)

The fall is spent preparing the half-time show for several competitions throughout October and November. All marching band students are required to participate in all parades, and they perform at football games, both on the field and in the stands. This band is open to all students with prior instrumental music experience or after an audition for percussion and colorguard.

Parade Band

(4th Period, After School, All Year) (Level 2)

Students that are in marching band or advanced band are required to participate in the parade band. Parades occur periodically from September through June, and we will designate a few marching band rehearsals to include time for parade rehearsal on Tuesday and Thursday nights as our competitions get closer.

Advanced Band

(4th Period, November-June) (Level 1)

This ensemble performs a winter and spring concert, they perform at graduation on June 8th, and they will perform in various festivals.

Color Guard

(3rd Period, After School, Fall Semester) (Level 3)

Colorguard combines dance, drama, performance, flags, sabers, and rifles all into one. This outstanding performing group is an intricate part of the marching band. Students enrolled in colorguard improve their skills throughout the year and are expected to participate in Winter Guard.

Winter Guard

(3rd Period, After School, Spring Semester) (Level 3)

Winter Guard is an indoor Color Guard activity that performs in gyms and arenas. It is expected that students of the fall colorguard continue with the Winter Guard program. This group competes locally on the weekends from February through April.

Winter Percussion

(2nd Period, After School, November-April) (Level 3)

Winter percussion is an indoor marching percussion activity that performs in gyms and Arenas. It is expected that students of the fall drumline continue with winter percussion. This group competes locally on the weekends from February through April.

Music Elements

(7th Period, November-December, April-May) (Level 1)

Music Elements students study music theory and aesthetics for the general student. Notation of pitch and rhythm. Reading, playing, and writing melodies with chordal accompaniments. Introduction to computer applications. Introduction to global music systems.

Mexican Guitar Ensemble

(7th Period, All Year) (Level 2)

The emphasis of this course will be on performance in various settings including large ensembles, quartets and trios, and solo performances. Through a number of projects, students will also develop skills in writing and arranging original music, and music theory. Students will also learn about the history of Mexican regional music, and its role in society..

Jazz Band

(5th Period, All Year) (Level 2)

Jazz band has several performances throughout the year on campus, at festivals, and throughout the community. Students who play saxophone, trombone, trumpet, guitar, bass guitar, piano, and drumset can be considered for enrollment. Enrollment in this class is by audition or teacher recommendation only. All jazz band students must have one year of experience in marching band. Freshman interested in jazz band must be enrolled in either advanced band or jazz band while performing in BOTH ensembles concurrently. If there is a significant conflict, players may be allowed in jazz band with the approval of the director.

Orchestra

(2nd Period, All Year) (Level 1)

This is the only class offered for those who play an orchestral string instrument. Students in this class will participate in a couple of festivals throughout the year, combine with the other Tulare high schools for a joint concert, and they will perform in a winter and spring concert on the same night as the advanced band.

Intermediate Band

(6th Period, All Year) (Level 1)

Intermediate band is a class for beginning players to learn how to play an instrument for the first time. There may be a couple performances on campus or in the community, but students will not participate in any festivals or competitions in this class. Depending on possible performances, there may be one or two additional rehearsals before or after school, but there is an extremely minimal amount of time and commitment in regards to rehearsals and performances outside of class.

Time commitment and instrumental music ensembles

As a member of an ensemble, the student makes a commitment to attend all rehearsals and performances so that the group can achieve a high level of Excellence. If students miss too many rehearsals and are consistently unprepared, the director reserves the right to remove the student from any ensemble at any time at their discretion.

Level 1 - minimal outside of school day commitments, usually limited to concerts and some local festivals.

Level 2 - significant outside of school day commitments include some rehearsals, several performances, festivals, and possible trips during the year.

Level 3 - extensive outside of school day commitments including regular weekly rehearsals, several performances, festivals, and trips occur during the season of the year.

Mission Oak Hawks Marching Band and Colorguard

Rules and Guidelines

Conduct Expectations

Students in band serve as representatives of the school and school district at many public extracurricular functions. Membership in these organizations is a privilege and it is within the right of any director to deny membership to a student if they believe that they would not positively represent the organization. Band members will observe all policies set forth by TJUHSD, in addition to the following, as they pertain to the instrumental music setting:

- Any behavior, which is not representative of good citizenship, as perceived by the band staff, may result in the student's dismissal from the activity at hand as well as the band program. This also applies to the actions of student leaders in both public and private events.
- Display of profanity, temper, flagrant violation of rules, etc., will not be tolerated. Individual behavior during a band function is a reflection of the group.
- Students will follow directors' instructions.
- Students will be in their assigned rehearsal area ready to work at the set rehearsal time with all equipment, including music, pencil, instrument, and all supplies to rehearsals daily (see detailed supply list for each instrument).
- Students will keep hands, feet, and other objects to themselves.
- Students will not use or play on equipment they do not own without permission from a director.
- Students will not touch, handle, borrow, or use anyone else's instrument, uniform, or personal belongings.
- Students should request permission to speak by raising their hand and waiting to be acknowledged.
- All rehearsals are expected to be extremely quiet so that time will be utilized wisely and as efficiently as possible.
- When allowed in the band hall, either before or after school, students will not disturb any rehearsal in progress.
- Students will respect the property of others, and return their equipment to its proper storage place when not in use. Students should keep their equipment in the designated storage area, and keep said storage area clean and neat in appearance.
- Students will not deface or mark on music stands, chairs, walls, instrument lockers, etc.
- Students will not write on dry-erase board without permission from a director.
- Students will utilize their assigned storage slot/locker for instrument cases during rehearsals. Cases should not be brought into rehearsals unless requested by a director (exceptions: flute, clarinet, oboe, saxophone and bassoon)

MARCHING UNIFORM GUIDELINES

Students are expected to follow the listed uniform guidelines. No variations will be allowed.

General

1. Marching uniforms will be issued by the band staff and MOHS Band Booster Club.
2. Students will be held financially responsible for the uniform and its components.
3. Uniforms will be returned to the uniform racks, neatly and properly hung and bagged, after every performance unless the students are given specific instructions to do something else.

Wearing the uniform

1. Always wear and treat your uniform with pride. The uniform should be worn as a complete unit at all times when in public. The only exception to this will be when a director instructs you that you may remove your hat or coat. The band shirt will be part of pre-performance inspections.
2. You must wear approved [black band shoes](#), gloves ([short](#) or [short fingerless](#)) and black socks (student purchases).
3. Jewelry, hair ribbons, and bright colored nail polish etc. is unacceptable while in uniform. Uniformity of every visible part of the body not covered by a costume or uniform is important. (Member necklace and Leader dog tags exempt)
4. Band students with long hair will need to put it up under their hat during performances, in a bun. Headbands are allowed if it is solid black and used to help control your hair under the shako.
5. Natural hair colors are the preferred style of color. Each marching band show has a theme and any visible hair during a performance must match the theme of the show.
6. No consumption of food and drinks while in uniform without permission
7. Makeup can stain the uniforms / costumes. Unless approved by the band staff, NO makeup will be allowed.

Uniform Costs

If a uniform part is damaged beyond repair or lost, the student will be responsible for the replacement costs. Color guard will be required to purchase uniforms seasonally.

FINANCIAL OBLIGATIONS

Band Activity Fees are normally paid on band registration day in August. These are due at the beginning of the school year. At times the financial obligation may be heavy, but **no member will be denied the opportunities of our organization due to financial difficulties.** Please talk with us if you have financial issues so that we may look into financial aid including payment plans and fundraisers run by our boosters. Each student must pay their fair share to the program. It takes an incredible amount of funding to run a large band program in the state of California. If every student and parent does their part, it is manageable. We expect all students and parents to participate in fundraising efforts throughout the year. A breakdown of financial obligations will be presented to each student at the beginning of the school year.

Supplies are essential items for band class and can be obtained [locally through retail music dealers](#). Students will learn proper care for each instrument and what supplies are necessary to keep the instrument in working order.

The following supplies are required at every rehearsal

Woodwind: Instrument, cleaning cloth, 3 to 5 good reeds, a reed case, swab, binder/music, pencil, metronome/tuner ([Tonal Energy app](#) serves as both)

Brass: Instrument, cleaning cloth, valve oil, slide grease, binder/music, pencil, [BERP](#)(highly encouraged), metronome/tuner ([Tonal Energy app](#) serves as both)

Percussion: Stick bag, metronome, snare sticks, mallets, timpani mallets, drum pad, binder/music, pencil

Marching Rehearsals: In addition to the above – water jug, UDBApp, coordinate sheets. “Fanny packs” are strongly encouraged for marching band rehearsals.

SCHOOL OWNED / ISSUED INSTRUMENTS

TJUHSD provides many instruments for student use that are of high quality. This equipment is purchased by the school district for student use because of its extremely high value. Thus, all school owned equipment must be handled with optimum care. Students failing to care for their school issued instrument will lose the privilege to use such instruments. The following is a list of general procedures for school owned instruments:

1. If possible, students may be issued one instrument for home use and one for school use. Order of distribution will be done based on chair order.
2. TJUHSD does not provide insurance for individually or school owned equipment. Students will be held responsible for school owned instruments issued to them. This responsibility will include fire, theft, accidental damage, abuse and general maintenance not incurred through normal use.
3. Damage to a school instrument beyond the normal wear and tear is the students responsibility for repair.
4. Students and parents must sign an [instrument checkout form](#) before the student can use the instrument.
5. Each instrument will be issued in good playing condition. Each issued instrument will be checked and cleaned prior to issue. Students are expected to maintain their issued instruments accordingly.
6. The band member is financially responsible for all equipment and/or materials checked out to him or her.

7. All equipment and materials must be kept in their proper storage location when not in use.
8. School owned instruments are not to be treated as "free" instruments. Basic supplies must still be purchased and repairs must still be made just like personally owned instruments. Please strive to treat these instruments as if they were your own. Most school owned instruments exceed a \$2,000.00 value.

Tardy & Rehearsal Policy

Marching Band Rehearsals

All band students are required to attend all practices and events. All practices outside of school hours are considered classwork, which is 25% of the overall grade in band. Band is a performance based, co-curricular activity that follows the instrumental music CMEA Standards. Therefore, performances at marching band contests, football games, concerts, and other events are 60% of the overall grade in band. Approved absences are the decision of the band director. Parents will fill out the [absence request form](#).

- Respect everyone on the field - we are all working toward the same goal.
- Prior to all rehearsals, eat healthy and drink a lot of water.
- Be punctual. Aim to arrive 15 minutes before practice begins. (Attendance is taken via the UDB app)
- Water breaks are meant for your health and comfort. DRINK WATER!!! Return on time after the whistle.
- During all rehearsals, students will be silent when receiving instruction. At MOHS, when on the field, we are silent to maximize learning.
- Standing is the only acceptable position on the marching band field unless instructed otherwise (ex: when a director tells you to kneel while he gives instructions).
- At various times in a rehearsal, you may be asked to count vocally, sing, clap, or some other non-musical method of rehearsal. Your 100% participation is expected.
- Pay attention to general instructions at all times. Listen attentively and respond appropriately. (ex: raise your hand, respond with a vocal “YES!”)
- FUN-damentals will make us successful. Therefore, we expect everyone to participate fully
- Band members are encouraged to wear a “fanny pack ”during all marching rehearsals. The “fanny pack” should contain coordinate sheets for each movement, smartphone with the UDBapp installed (Section leaders are the only ones allowed to have their phone on the field), a pencil, breathing tube, Chapstick (we recommend [Chopsaver](#)), and sunscreen. Other items may be contained in the fanny pack as needed and as approved by the leadership.
- Move when instructed quickly and quietly (ex: moving from set to set or after a discussion with a leader).
- When setting forms, keep your feet together.
- Remain at attention until you are told to standby. “Attention” is eyes forward, no talking, no moving.
- “Form” means to set and adjust the form on the field so it is correct.
- “Dot” means to set your dot (your designated place) on the field for a drill set
- Standby” means silently standing in the ready position.
- When adjusting the forms, use your coordinate sheets or UDBapp at all times unless instructed otherwise.
- To keep your spot on the marching field, meet all music memorization deadlines.
- Jewelry and clothing that impede your performance on the rehearsal field must not be worn. (Member necklaces and Leadership Dogtags excluded)

For ALL absences, the following procedure must be followed by all students and parents:

1. Director and your Caption Manager must be notified in advance.
2. An [MOHS Band Absence Request Form](#) must be filled out and on file.
3. For illness, a parent note or doctor's excuse must be submitted.
4. Although cleared by the school office, absences from a band activity the same day must be cleared with the director as well – please call or email directors.
5. In extreme cases, a phone message may be left on the band office answering machine, WITH a follow-up personal call or email. Follow-up is the sole responsibility of the student/parent.

Marching Band

One unexcused absence from any rehearsal during the week will result in the student being banned from the next football game. Points will be deducted from the daily grade. Any additional unexcused absences in a week will result in being banned from future football games. 3 unexcused absences will result in the student being “benched” for competitions. The student must still attend all rehearsals and shows and will dress in uniform but will only stand on the sideline during performances. Directors will decide whether or not the student will be allowed to retain their marching show performer assignment. 5 unexcused absences will result in loss of your cast member position. Being tardy will be a deduction from the daily grade. 2 tardies will result in being banned from the next football game.

Non-Marching Band

The attendance policy applies in the same way for rehearsals in any other band sub-group. Instead of consequences of a football game, the group's next performance or public event will be considered.

Examples of excused absences:

- Students who are home sick must have an email from a parent/guardian.
- Religious events are excused with an email from a parent/guardian.

Examples of unexcused absences:

- Missing rehearsal for work is an unexcused absence.
- Non-school sponsored activities, teams, organizations, or jobs must not conflict in any way with the practice/performance schedule of the band.
- Transportation issues of any kind are unexcused.
- Any absences due to medical issues must be accompanied with a doctor's note.
- Birthday or birthday parties are unexcused.

Students in other school activities (athletics, fine arts, etc.) must plan ahead to avoid conflicts. While we do work closely with all other school organizations, other group organizations that may change schedules or make demands of students on short notice will not be allowed to interfere with long scheduled rehearsals or performances of the band. Marching band Cast Member assignments are at the discretion of the director and staff. Excessive absences could result in the loss of a cast member position. **It is highly encouraged that medical and dental appointments be scheduled on afternoons that we do not practice.**

Grading

I. Class Participation.

Students are required to play in class every day. You will be excused only for a doctor's written statement that you are unable to play. Students are required to have the proper equipment in class each day. Proper equipment is whatever it takes to play your instrument [Reeds, Valve Oil, Slide Cream, sticks, mallets, neck straps, mutes, music, pencil, etc. Broken, chipped, split or otherwise un-playable reeds do not count! (Example: Lip stick coated reeds) After school rehearsals are part of your grade. Absences that are not excused will result in grade reduction as well as suspension from performances. The quality of your participation in class is evaluated daily. Just being here with your instrument and music is not enough. Examples of things that will result in grade reduction include the following: improper posture while playing (legs crossed, not sitting correctly in chair, incorrect hand position, etc.), missed entrances, lack of preparation for class, excessive noise, disrupting musical performance, not being in place at the proper time. Proper care of equipment is required. Percussion equipment must be stored as directed each day. Instruments are to be in lockers in the instrument rooms: not on the floor or on countertops. Instruments (Exempt large perc. Insts.) are not to be left out in the band room at any time. Locks are available if you want one. You MAY NOT bring your own.

II. Test

A. Written test as deemed necessary and appropriate.

B. Playing test. You may be asked to perform a short example during rehearsal, Record an exercise at home and/or school. Chair auditions are held at the end of football season for all students to determine chair placement and part assignments for concert bands. This test counts one third (1/3) of your 9 weeks grade. Grades are scaled by your years of experience playing your instrument. This test is AFTER SCHOOL OR VIA SMARTMUSIC/NOTEFLIGHT.

III . Performances

All full band performances are required of all students. You will be excused by doctor's order only. The penalty for missing any performance is a 2-letter grade reduction for the grading period. Absence from after school marching band practice will result in grade reductions as well as suspension from the half-time performance at that week's football game. Playing in pre-game and in the stands is still required. ALL BAND students are required to perform at school assemblies, pep rallies etc. that the band performs for.

IV. Performance Dress will be:

Ladies~ Black dress pants or skirt, Black or white blouse –NO PRINTS (must have sleeves),

Black-closed toe dress shoes: No tennis/gym shoes, jeans, sandals, etc will be permitted. Students who choose not to follow the concert dress code will have their grades lowered 1 letter per incident.

Gentlemen~ Black dress pants, white dress shirt, tie, black socks, black dress shoes.

No tennis/gym shoes, jeans, sandals, etc will be permitted. Students who choose not to follow the concert dress code will have their grades lowered 1 letter per incident.

Both men and women may wear all black – Top and Bottom.

IV. Extra Credit

Extra credit is given for auditioning for and/or performing with Honor groups such as all-county band, all-district band, all state, solo & ensemble participation etc.

V. Grades Percentage Breakdown

Performance grades: (Recorded or IN-Person) 60% of overall band class grade

Performances include video recordings, live concerts on stage, marching band performances, and other opportunities for the teachers to assess student ability as a musical performer.

Ensemble grades: (Classwork) 35% of overall band class grade

Ensemble grades include any opportunities for the teacher to assess the music student as a member of a musical performance group. This includes concert band rehearsals, marching band rehearsals, small group practice such as sectionals or chamber music groups. During online work this could be small groups or even individual evaluations over Zoom or Teams.

Technical grades: (Homework / Written) 5% of overall band class grade

Technical grades include the objectives outlined by the teacher that will be based on the individual student's progress on their instrument. This includes fundamentals, tone exercises, technical exercises, and excerpts of concert / marching music. These are assessed by recordings, in-person playing, or some combination of synchronized online performance.

How to Stay Informed

Website

The [website](#) is new to the MOHS music department this year. It was created for parents and students to have a place to find current information about all our events, competitions, fundraisers, meetings, rehearsals, and much more. You can likely find an answer to most of your questions by checking this site first. It can be located at:

Calendar

The most current [calendar](#) we will have will be on our website. Rather than printing a calendar for everyone, there will be a large calendar posted in the band room for convenience and minimal use of paper. If you would like to request a hard copy of the most up-to-date calendar, I would be happy to print one out upon request.

*All events in the calendar are subject to change and additional events may be added as new opportunities arise throughout the year.

Social Media

Additional information, pictures, and videos of the music department can be found at “mohsmband” on Instagram and tiktok. All band family members are welcome, simply send a request and you will be added.

Parentsquare

Parentsquare is the official and only way for contact and correspondence.

Booster Meetings

The [band boosters](#) are composed of the parents/guardians of the students that are in the music program. The sole purpose of the boosters is to support the music department, typically through fundraising and assisting at events and performances. The executive board of the band boosters meets privately on the first Tuesday of every month, but we also hold meetings that are open to all booster members (parents/guardians) on the third Tuesday of every month throughout the school year. These meetings typically last about an hour and generally consist of planning for upcoming performances and fundraisers.

Fundraising

There will be many fundraisers held throughout the year which are vital in offsetting the district's cost of running a successful music program. It is expected that every student will actively participate. Parent help in planning and running these fundraisers is vital and very much appreciated!

Please Note

We do not send home paper correspondence other than permission slips and contracts. We encourage you to stay informed through as many of the options listed above as you can. Every effort will be made to communicate with you, but please try to understand that there are many events and your active participation is necessary to stay informed.

2023 - 2024 School Year at a Glance

Fall (August through November)	Winter (January through April)
November/December	Spring (April/June)

Fall 2023 Marching Band Rehearsals

Monday Night Rehearsal: August 28, which takes the place of the Tuesday, August 29 rehearsal. October 31 which takes places of the Tuesday October 31 rehearsal

Tuesday Night Rehearsals: August 15 August 22, August 29, September 5, September 12, September 19, September 26, October 3, October 10, October 17, October 24, and November 7

Thursday Night Rehearsals: August 17, August 24, September 7, September 14, September 21, September 28, October 5, October 12, October 19, October 26, November 2 November and 9

Friday Night Rehearsal: The only Friday practice we have scheduled for the season is on November 10, from 9am to 8pm.

Fall 2023 Schedule

July 31- August 1, 2023

Leadership Camp for Band Head Leaders @ Fresno State

July 28 - August 4, 2023

Band Camp 8:00-12:00 pm and 1:00-6:00 pm

August 30, 2023

CSBC MAX! On Field Clinic

Preview of Champions @ Ramona HS

September 8, 2023

Home Football Game vs Mt. Whitney

September 13, 2023

Tulare County Fair Parade

September 15, 2023

Home Football Game vs CVC

September 28, 2023

Football Game vs TW (Away team)

October 1st, 2023

St. Aloysius Fatima Parade

October 7, 2023

Tulare Band Review

October 13, 2023

Home Football Game vs TU

October 14, 2023

Sierra Cup Classic @ Fresno State

October 20, 2023

Football vs. Hanford

October 21, 2023 (*Two Events*)

Visalia Band Review (Parade only)

CSBC - Frontier Titan Marching Band Invitational (Field)

November 4, 2023

CSBC - Orange Cove Field Tournament

November 10, 2023

Friday practice (In T.U. stadium)

November 11, 2023

CSBC - Northern California Division Championships

December 7, 2023

Tulare Christmas Parade

December 15, 2023

Winter Concert

