

# BALDWIN HIGHLANDER MARCHING BAND



## 2022 STUDENT HANDBOOK

"PERFORMING AND SERVING TOGETHER WITH EXCELLENCE!"

# Welcome!

As the director of the instrumental music program at Baldwin High School, it is with great pleasure that I welcome you to the 2022 Baldwin Highlander Marching Band season! We have an exciting year planned with an exhilarating show, a number of unique performances, and countless opportunities to build memories that will last a lifetime.

With each new season, we set goals to challenge ourselves musically and visually. We create a show filled with nuance and intention. But, the Baldwin Highlander Marching Band is so much more than the product of our show. We endeavor to use music as a vehicle to give our students rich, transformative life experiences. To build a level of pride, discipline, respect, and commitment that will set the Baldwin Band students apart as they embark on their futures. The Baldwin Highlander Marching Band has been changing people's lives for over 80 years, and we look forward to working together with you to continue our band's strong tradition of performing and serving with excellence.

To our new members: we couldn't be more glad that you have joined! You are about to embark on a journey that will change your life. Though much hard work lies ahead for all of us, the experiences that you will have as a part of the Highlander Marching Band will stay with you forever. Please make sure that you read over the "New Members Information" page in this handbook, and contact me with any questions that you might have leading up to the start of our season.

This handbook contains valuable information about our organization. Please take the time to read it thoroughly. Should you have any questions, please feel free to reach out to me at any time. We are looking forward to another great Highlander Marching Band season!

Be safe,

*Ms. Virgin*

# WHAT CAN YOU EXPECT? ...AND WHAT IS EXPECTED OF YOU

**HARD WORK** - You will probably work harder in Marching Band than you may have ever in your life, but you will absolutely love it! With anything in life, the more that you put into something, the more that you get out of it.

**EXCITING PERFORMANCES** - Few people get to perform for thousands of enthusiastic fans. It is truly exciting to perform in a marching band of this caliber!

**FRIENDS** - Most members make some of their best friends in band. Ten, twenty, thirty years from now you will probably have many of the same friendships that started in band.

**MEMORIES** - You will make memories that will last a lifetime! When band alumni come to visit, they always talk about their band experiences.

**SENSE OF BELONGING** - You are an important part of this organization! The band is a family to which you belong. You have a place to go, and people you can count on. We don't have a second string, all of our members are important!

**LIFE SKILLS** - In addition to the musical and visual skills that you learn, you will also learn about attitude, perseverance, organization, responsibility, teamwork, leadership, and many other important life skills!

**TRADITION** - You will be a part of the tradition of this band, that has been established over the years. You are now a part of the this great tradition - the Baldwin Highlander Marching Band!

**THE FOUR "MUSTS"** expected of all members:

- **BE YOUR BEST**
- **SHOW RESPECT**
- **BE PREPARED**
- **BE ON TIME** (early is on time; on time is late)

# NEW MEMBER INFORMATION - FREQUENTLY ASKED QUESTIONS

## ***Where do I go on my first day?***

- Entering the BHS campus from Route 51, you should go left at the "Y", then make the next two right turns. Use the entrance that is between our two band trailers. Our student leaders should be waiting there to greet you! The band room is straight through the three sets of double doors.

## ***What should I bring?***

- Bring your instrument, a pencil, and water.
- You should wear athletic tennis shoes and socks, and wear comfortable BWS D dress-code appropriate clothing. Do not wear sandal or boots.
- We will be outside marching, weather permitting, at every rehearsal so wearing a hat, sunglasses, and sunscreen is highly recommended.
- All required forms should be completed and submitted during the Mini-camp

## ***When does the band rehearse?***

- We hold a Mini-camp the last week of June in preparation for our summertime parades. During this time, we will begin to work on our parade music, show music, and marching fundamentals.
- Throughout July we rehearse Tuesday mornings from 8 A.M. - 12 P.M. If you are in town, you should plan to attend. If you are out of town on vacation, enjoy your vacation!
- There are two full week of band camp in August. Our 10 days of band camp are perhaps our most important rehearsals of the year. We rehearse from 8 A.M. - 4 P.M., and we will learn our drill (formations on the field), and all of the music that we will perform throughout the fall.
- Once the school year starts, we rehearse on Tuesday and Thursday evenings from 5:30 - 9:00 P.M.

## ***Are all rehearsal and performances mandatory?***

- In short, yes. Attendance is an extremely important factor in our group's safety and success. Throughout the months of June and July, it is understood that it is not always possible to schedule vacations around the band schedule, so attendance is flexible. Please consult our attendance policy in this handbook, or contact Ms. Virgin with specific questions.

## ***How do I get a uniform? Do I have to pay for it?***

- Each member of the Highlander Marching Band is assigned a formal uniform that is worn at nearly all of the performances. This includes a jacket, pants, shako, gauntlets, and black gloves for instrumentalists, and 2 complete uniforms for guard members (1 for football games and 1 for competitions). All formal uniforms are stored at the school and should not be taken home. Students are provided a time to change into their uniforms at the school prior to any performances. Please see the uniform guidelines for instructions on how to wear and care for these uniforms.
- Students will be given a Baldwin Band polo, shorts, and a belt to be used for more information performances. The summer uniform is to be kept at home unless otherwise noted. For performances in which we wear the summer uniform, students should arrive dressed for the performance. All summer uniform items are school property and must be returned prior to graduation.
- Students must purchase their own marching shoes to be worn at all performances. A shoe order will be provided during Mini-camp in June.
- Students will be provided with a standard Baldwin Band "Friday Night" shirt to be worn under our formal uniforms at all performances and at school-time performances.

# **NEW MEMBER INFORMATION - FREQUENTLY ASKED QUESTIONS (cont.)**

## ***Am I required to take a band class to be in the marching band?***

- 8th grade members are required to participate in the scheduled band class during the day; high school members are not required to take a band class, BUT IT IS HIGHLY ENCOURAGED!

## ***Am I required to take part in the spring trip?***

- No, students are not required to participate in the spring trip, although all students have the opportunity to fundraise and participate.

## ***What costs are involved with joining the marching band?***

- See the estimated costs section of this handbook for a detailed outline. Each member is asked to pay a "fair-share" fee, which covers costs associated with the operations provided by the Baldwin Highlander Music Patrons.
- Each member must attend away band camp at Wesley Woods, and will have fundraising opportunities to pay for their trip.
- Specific new member costs are limited to the purchasing of marching shoes.

## ***How can parents get involved?***

- All parents should consider joining the Baldwin Highlander Music Patrons, our booster support organization.
- Any individual who will have continued, close contact with the students as part of their volunteer work must submit a volunteer application through the Baldwin-Whitehall School District. For more information on required paperwork, see <https://www.bwschools.net/our-district/district-departments/human-resources>.

## ***What if I play a sport, can I still do marching band?***

- We are willing to work with almost any sports schedule (even football!), and most coaches are open to working with us. Although you will be very busy while trying to balance two time consuming activities with school work, most who have done so in the past have found it to be very rewarding. Contact Ms. Virgin to discuss your particular situation.

## ***I still have more questions, how can I find out more? And, how do I get updates throughout the year?***

- Please contact Ms. Virgin with any additional questions. Our website (<https://hsband.bwmusic.net>) has a wealth of great information, and a constantly updated schedule. Please also sign up for our Remind accounts for updates and reminders.
  - Brass - @baldwinbrs
  - Color Guard - @badlwingrd
  - Percussion - @baldwinperc
  - Woodwinds - @baldwinww
- Ms. Virgin's Contact Information:
  - [mvirgin@bwschools.net](mailto:mvirgin@bwschools.net)
  - (412) 885-7500, ext. 6412
  - Twitter & Instagram: @msvirginmusic

# UNIFORM INFORMATION

Our band uniforms are to be worn with pride! Each member of the band is responsible for caring for their uniform in such a way that it will be in good condition for the student who will wear it next. Please note that all uniforms are stored at the high school. No uniform or part will be taken home at any time without prior approval. Uniforms will be sent for cleaning directly from the school.

## All uniform fittings will take place during regularly scheduled rehearsals.

- Students should wear leggings, bike shorts, or slim fitting athletic pants under their uniform trouser. Wearing anything other than these options (ex. jeans, shorts, etc.) will break down the fibers in the fabric of the uniform, and shorten their lifespan.
- Only the standard band t-shirt (provided by the Music Patrons) may be worn under the uniform jacket. No sweatshirt, sweaters, or other coats of any kind will be permitted to be worn under the uniform jacket. In the case of extremely cold weather, Under Armor shirts and pants may be worn under the uniform.
- A pair of gloves, a pair of short socks, and a pair of long socks will be provided to each member annually. Replacement socks and gloves may be purchased from the Music Patrons.
- All band and guard members are required to purchase marching shoes. It is expected that shoes are cleaned and polished weekly. Shoes are not to be placed in the garment bags at any time, and should be taken home weekly.
- Guard members will be given a list of additional uniform items that need to be purchased (tights, etc.).
- All students will pick up their uniform before each performance in the uniform room. At the conclusion of each performance, uniforms (including hats and plumes) will be returned to the storage area and properly stored. Please allow extra time before and after each performance to do this.
- Unless specifically designated, there will be no eating or drinking in uniform at any time.
- All students will be instructed when and where to put on/ take off uniforms. No students will be permitted to dress or undress on the bus at any time.
- While in either uniform, students are not permitted to wear jewelry of any kind, including earrings and wristbands. Students with long hair should have it pulled up for performances.
- A rain coat will be provided for each student when they are needed.

## Replacement Costs

Uniforms are the property of the Baldwin-Whitehall School District. If a band member damages any part, it is the parents' responsibility to pay for the item. If damage occurs, the band member will receive a bill from the high school office. The band members' report card and/or diploma will be withheld until the charges listed below have been paid to the district. Please review with your child the care and use instructions provided, and make sure that they understand proper uniform care.

Jacket \$180  
Pants \$70  
Shako \$50  
Zipper replacement \$35  
Plumes \$25  
Gauntlets/ pair \$45

Garment bags \$40  
Raincoats \$90  
Flags \$30-\$60  
Socks \$2  
Gloves \$3

Guard football uniform \$180  
Guard competition uniform \$140  
Summer uniform polo \$35  
Summer uniform shorts \$30  
Summer uniform belt \$5

## **PERFORMANCE GUIDELINES**

- Students are expected to wear their uniforms properly at all times, and behaved properly while in uniform. We are a representation of our school and community at all times.
- By default, the band will move as one unit.
- Parents and students who are not with the band (non-band students and non-band chaperone parent) are not permitted to sit within the band at games or competitions.
- No electronic devices, homework, or outside items are permitted with students in the stands.
- Trips to the concession stands are not permitted. Approved snacks for the whole ensemble will be provided by the Music Patrons.
- Students should be in their seats and attentive at all times while in the stands, and should sit within their sections. At each event we have a job to do, and should be focused and prepared to perform.
- If given free time in a venue, students should stay in groups of three or more.
- All BWSO rules apply at all times.

## **BUS GUIDELINES**

- Co-ed seating is prohibited.
- Students in romantic relationships are not permitted to sit together on the bus.
- Students should not sleep in the aisles. This is a safety issue.
- All electronic devices should have headphones. No music or other noises that might affect other will be permitted.
- No flashing lights or flash photography is permitted on the bus.
- Students should remain seated on the bus at all times. Unless instructed otherwise, wait for an OK from the director or staff before leaving the bus.
- Please do not spray perfume, hairspray, etc. on the bus.
- Please do not bring foods with nuts onto the bus.
- All BWSO bus policies apply.

## **FAIR-SHARE**

The Highlander Marching Band program is fortunate to have most of its financial needs met by the Baldwin-Whitehall School District. However, to address the other financial needs of our group, students are asked to pay a fair-share fee.

### **Where does my fair share go?**

- Additional staffing for sections
- Drill writing
- Uniform needs: show shirts, Friday Night shirts, gloves, socks, summer uniforms, etc.
- Meals before each competition
- Snacks and water at each football game
- Charter bus transportation, when necessary
- Props and equipment not covered by the BWSO budget
- Guest conductors, adjudicators, and leadership speakers
- Trailer and gator maintenance

**FAIR SHARE FOR 2022 SEASON - \$125**

# ATTENDANCE POLICY

Included in this packet is the most up to date draft of this year's rehearsal and performance schedule. All rehearsal and performance dates in the months of August, September, and October are mandatory. Additional performances may be announced throughout the calendar year as school celebrations call for our playing. **Please follow through on the commitment that you have made to your fellow band members. Empty drill spots hurt EVERYONE!**

Absences from rehearsal and performances should be avoided at all costs. Please do not schedule doctors appointments, driving tests, personal care appointments, concerts, etc. during rehearsals. We are limited with the number of rehearsals that we have, and absences from those rehearsals creates an unproductive environment.

On the field, students rely on their fellow band members to know their drill. When a student misses a rehearsal, they miss learning drill or changes to their drill, which can lead to an extremely unsafe environment for everyone. When all students attend rehearsals, collisions on the field are avoided, keeping everyone safe from injury.

With that being said, some absences are inevitable. If you are too ill to attend school, or have a death in the family, your absence is excused. Please submit all absences, even emergencies after the fact, to the online absence form AND contact Ms. Virgin, or Miss Budd, the Assistant Director.

**Absences can be submitted at: <https://forms.gle/dc2S5xxrZ8MYspYB6>**

**Work is never an excuse for missing rehearsal.** Please give a copy of the band schedule to your employer, and share with them the commitment that you have made to participate in band this year.

**Doing homework is not an excuse for missing rehearsal.** It is your responsibility to manage your time. Please plan ahead with your school work to ensure that you have enough time to complete your assignments and attend rehearsal.

## **If you have an unexcused absence:**

- Any weekly absences still unexcused from 5:00 P.M. on Friday will result in a suspension from that weekend's performances (football game and/or competition).
- Any student absent from our Thursday night rehearsal for **ANY** reason may only perform with the director's approval.
- If suspended from a performance, students are still required to attend the event and sit in the stands in uniform with the band. Attending an event out of uniform, or sitting in the crowd away from the band is unacceptable, and will result in further consequences.

**Communication is key! Please make every effort to communicate with the staff regarding any potential absence. Never assume that the staff will know where you are, or why you are missing. Lack of communication gives the impression of a lack of caring, which hurts the morale of the band as a whole. Take personal responsibility for following through on your commitment to the band. Your efforts ARE appreciated by the band staff, as well as your fellow members.**



# BALDWIN HIGHLANDER MUSIC PATRONS

*The Baldwin Highlander Music Patrons are a non-profit corporation created for the purpose of supporting and promoting in-school and extra-curricular, instrumental and vocal activities in the Baldwin-Whitehall School District. Annual membership dues are \$5.*

## **Leadership:**

- Kelly Bischoff, President
- Melody Ovitsky, Vice-President
- Tina Higgins, Treasurer
- Stephanie Esek, Secretary

## **Contact Information:**

- Email: [bhsmusic@bwschools.net](mailto:bhsmusic@bwschools.net)
- Facebook Group: Baldwin Highlander Music Patrons
- Instagram: [@bhsmusicpatrons](https://www.instagram.com/bhsmusicpatrons)

## **FUNDRAISING**

The Baldwin Highlander Music Patrons supports the band in a number of ways. They play a tremendous role in making our program the vibrant band program that it is. Each year, the Music Patrons plan fundraisers in which students are encouraged to participate. Through fundraised monies, students are able to pay their fair-share fee, Wesley Woods fee, purchase marching shoes, and apply funds to trip balances.

**Please note that all fundraised monies are fundraised for the Music Patrons. In accordance with federal non-profit law, "No part of the net earnings of the Corporation shall inure to the benefit of any private individuals during its existence or in the event of dissolution of the Corporation". In short, fundraised monies will not be returned to individuals at the end of their senior year.**

Examples of fundraisers:

- Band hoagies
- Pepperoni rolls
- Pies
- Sarris candy
- Applelicious
- Special events:
  - Drum Corps International
  - Pennsylvania Interscholastic Marching Band Association competition
  - Tournament Indoor Association competition

# INELIGIBILITY

## School Board Policy 122 - Extracurricular Activities

*In order to be eligible for extracurricular activities, a student must pursue a curriculum define and approved by the principal as full time curriculum. A student shall be placed on academic probation if they fail to maintain a 2.0 overall grade point average and passing grade in English, Mathematics, Social Studies, and Science (if scheduled). A student on academic probation shall have their academic progress monitored by the principal or designee on a weekly basis and shall remain on academic probation for the remainder of the season for the activity in which the student is participating.*

*A student will be declared academically ineligible for extracurricular activities if they fail to maintain a minimum of passing grades in at least four full-credit subjects, or the equivalent, as of each Friday during a grading period. Additionally, any student on academic probation that is not making adequate progress as determined by the principal or designee shall also be declared ineligible as of each Friday during a grading period.*

### **Situation examples:**

- A student is failing English, but passing Social Studies, Science, Band, and Math. This student would be placed on probation, but would remain eligible for rehearsals and performances.
- A student is failing English and Science. Their other classes are Band, Math, Social Studies, and 2 study halls. This student would be ineligible to participate because they are not passing four full-year classes, or the equivalent. Half-year courses DO count towards the four class standard as long as they meet every day.
- A student is failing English, Math, and Science, but passing Band, Social Studies, Spanish, and Piano. This student is technically still eligible and placed on probation. However, this student could be made ineligible at any time by the director, and/or administration in order to focus on improving their grades.

Ineligible students may not participate in performances, but may still participate in rehearsals.

## SCHOOL ATTENDANCE AND SOCIAL PROBATION

The BHS Social Probation procedures exist to hold students accountable for their attendance. Frequent absenteeism and tardiness are serious issues that can have an extremely negative impact on a student's education, and, as such, are treated very seriously.

When a student has accumulated 10 or more absences from school (including tardy days), the student will be placed on social probation. This includes absences (excused or unexcused) except for those that are accompanied by a doctor's note. All excuses must be submitted to the attendance office within three school days in order to be accepted.

In order to be removed from social probation, the student must meet with an administrator to review their attendance, academics, and disciplinary record in order to determine if the social probation will be revoked. Attendance must remain infraction free for 30 school days in order for consideration to be made for social probation to be removed.