

**VETERANS HIGH SCHOOL
INSTRUMENTAL MUSIC DEPARTMENT**

2020-2021



HANDBOOK

JEREMY FERMIN
DIRECTOR OF BANDS

GRAYSON MULLIS
ASSOCIATE DIRECTOR OF BANDS



VETERANS HIGH SCHOOL INSTRUMENTAL MUSIC DEPARTMENT

Dear Parents & Students,

The 2020-2021 school year is going to be a wild ride! First, we are so excited to welcome you to **Veterans High School Instrumental Music Department!** Our goal is to make the Veterans High School Instrumental Music Department the envy of middle Georgia and throughout the state.

We know there are many questions regarding procedures, policies, dates, etc. and, frankly, we have many as well. We ask for your flexibility because I am afraid my answers today may not be accurate tomorrow. With that said, we must press onward because our future is what we make it.

To the parents, thank you for letting your child participate in the musical arts. Without support from parents and the community, there could be no band program. The Veterans High School Instrumental Music Department will be entertaining for you and emotionally fulfilling for your child. It takes three parts to make a great band program: the students, the staff, and the parents. It is our sincere hope you choose to get involved with our fantastic band booster program to help continue moving this band forward.

To the band members are constantly on display and each of you must always be aware of the importance of exemplary behavior. You should remember that you represent yourselves, your family, Veterans High School, the Houston County community, and the State of Georgia whenever and wherever you perform. Any misconduct at any time casts a negative light on the band and all those you represent and may well undo the good work of loyal alumni, students, and community members.

To be the band that all others aspire to be will require grit and determination. We must make positive strides to establish and maintain great attitudes and work habits. We must never settle for mediocrity! We assure you we will give 110% to this program and it is our hope that you will join us by being dedicated and committed to taking this program to its highest potential.

This band has a reputation as a “*powerhouse*” among other band directors both at the high school and collegiate level. We will endeavor to maintain the rich tradition of excellence that is already in place and continue moving this band *on and ever upward*. We’re setting our expectations very high because we know you will rise to meet and hopefully exceed them. Buckle up! It’s going to be a fun, exciting year!

Please take time to thoroughly read and become familiar with this handbook. It is full of important information regarding policies and procedures and everything in it will be adhered to and followed. We are also excited to announce the launch of our updated website, veteransband.org! Make sure to book mark this and check it regularly. This upcoming year is going to be memorable for the program and we cannot wait to get started!

Musically,

Jeremy Fermin
Director of Bands

Grayson Mullis
Associate Director of Bands



VETERANS HIGH SCHOOL

INSTRUMENTAL MUSIC DEPARTMENT

OUR IDENTITY

MISSION:

To Entertain.

Accomplished by creating music worthy of distinction.

VISION:

To be the standard all bands aspire to be.

RULES:

1. Don't be Stupid.
2. Don't Complain.

CORE VALUES:

1. Fun
2. Grit
3. Integrity
4. Passion, not emotion
5. Trust the process

EXPECTATIONS:

1. Understand that all decisions aim to make us better, stronger and more efficient.
2. Have a growth mindset.
3. Think of yourself less and the team more.
4. Make purposeful practice a priority.
5. Do your job and be thankful.
6. Try.

HOW WE DEFINE SUCCESS:

"The peace of mind which is the direct result of self-satisfaction in knowing that you made the effort to do the best which you are capable."

—Coach John Wooden



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Scan above QR Code to get to band website

This website has many resources and documents for you and your band student.
Items on the website include:

- Calendar of Events (able to sync to device)
- Marching Band Music & Recordings
- Charms Access and FAQ's
- Documents & Forms that are used in class and marching band
- Contact information for faculty, staff and band boosters
- Information on the programs the Instrumental Music Department has to offer
- Fingering Charts & Scales for all instruments
- Maps to Veterans High School as well as Freedom Field

Guest Area & Charms Password:

VeteransHSBand

*****Case sensitive*****



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VETERANS HIGH SCHOOL INSTRUMENTAL MUSIC DEPARTMENT

GOOGLE CLASSROOM

Step One:

Go to the county's website and click on SSO Portal.

Or, click on the link below:

<https://portal.hcbe.net/auth/Login.aspx?ru=L3Nzby9wb3JoYWw=>

Step Two:

Students should sign in using their school/county username and password. If you have questions on your username and password, please ask your teacher.

Portal Login

Username

Password

[Forgot Password?](#)

Login

Step Three:

Students should click on the Google Classroom app.



Google Classroom

Step Four:

Let's get to work! 😊 When they sign into Google Classroom, they should see several "classrooms". They simply click on 'JOIN' for each class.



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GENERAL GUIDELINES

The purpose of these guidelines is to ensure the most productive rehearsal atmosphere.

1. Make intelligent decisions.
2. Disrespect of directors, staff, and other students is absolutely unacceptable and will not be tolerated.
3. All students shall comply with any request made by Mr. Fermin, Ms. Cavender or their staff or designee.
4. Attendance is mandatory at all events. Never assume an event or rehearsal is cancelled because of inclement weather.
5. To be early is to be on time, on time is late, and to be late is unacceptable.
6. All Veterans High School and Houston County Board of Education Policies will be enforced.

INSTRUCTOR COURSES

- 1st Period— Study Skills (Fermin) / Virtual /Learning (Mullis)
- 2nd Period— Study Skills (Fermin) / Virtual /Learning (Mullis)
- 3rd Period—Wind Ensemble
- 4th Period— Wind Symphony Freshman Woodwinds & Percussion
- 5th Period— Freshman Woodwinds & Percussion
- 6th Period— Freshman Brass



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SYLLABUS

Course Goal: The primary objective of band is to entertain. This will be accomplished through the music that is performed at the highest level possible. To perform at this level will require a focus on fundamentals that will be taught during class. The classes will work on technique, characteristic sound development, and music appropriate for its level.

Expected Outcomes: The students will be able to:

1. Perform major scales
2. Perform alone and with others
3. Read and notate music
4. Evaluate music and music performances
5. Understand music in relationship to history and culture
6. Listen to, analyze, and describe music

GRADING METHOD & DESCRIPTIONS

A	90-100
B	80-89
C	70-79
F	0-69

15% Daily participation

45% Performances & Major Playing Assessments

20% Minor playing, written assessments, and extra rehearsals

20% Cumulative final exam



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Performances:

Georgia Music Standard 53.03810 states:

“Participation in concert performances outside of regular class hours is expected.”

Students are made aware of upcoming performances and band events in plenty of time. Because this is a performance based class, students are required to be at **ALL** performances. **Veterans does not offer a non-performance band class.** If you cannot make this commitment, please choose another elective. You have been provided a performance calendar in a timely manner to assist you in avoiding conflicts. If the student misses an extra rehearsal or performance with a valid excuse (see attendance policies), it is the individual student's responsibility to coordinate an individualized make up assignment. In addition to this handbook, we will follow school guidelines for excused and unexcused absences. Any exception must be cleared by the Director at least two weeks in advance.

Performance Attire:

**Likely subject to change, contingent on state & federal mandates regarding COVID.*
Tentatively, we will order tuxes & dresses for Wind Ensemble & Wind Symphony in October in preparation for the Veterans Day Concert.*

Students in the Freshman Concert Band (5th & 6th Periods) will be required to wear all black for every performance. For gentlemen: black pants, shirt, belt, black socks and black shoes. For ladies: black skirt, dress or pants, black shoes, shirt, blouse, etc. Please make arrangements to have the appropriate clothing at the concerts. Failure to be in dress will negatively affect the students' performance grade. **IF IT'S NOT BLACK, DON'T WEAR IT.**

Students in Wind Ensemble as well as Wind Symphony will be required to wear concert black: gentlemen in tuxedos and ladies in long black dresses. Both of these items will be ordered through the band boosters. The cost is a one-time expense of **\$105** for tuxedos and **\$80** for dresses. It will be the students' responsibility to maintain and keep these items.



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Participation:

Every student is expected to be prepared for class every day and to play at appropriate times. A daily grade will be assigned and the average will be logged in the grade book at the end of every week. Loss of points include but are not limited to:

- The student does not have the required materials for class.
- The student refuses to play their instrument.
- The student talks excessively during class at inappropriate times
- The student engages in any behavior that disrupts the learning environment.

Playing Tests:

Periodically, there will be playing tests to evaluate student's mastery of skills and/or repertoire. Students will have options for completing the playing assessment: schedule a time before or after school, during SOAR time or via Charms. Students will be assessed based on the GMEA score Rubric including:

- correct rhythms
- correct notes
- correct articulations
- correct musicianship (dynamics, phrasing, etc.)

Written Assignments:

From time to time, students will be required to do brief writing assignments on various topics. Both grammar and content will be graded.

Final Exam:

This course includes a cumulative exam at the end of each semester. The final exam during first semester and second semester is worth 20% of the semester grade.

Veterans High School Retake Policy:

Students are permitted to retake **two** major assessments per semester provided they complete the necessary undertakings (ie. tutoring, extra practice, etc).



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CLASSROOM PROCEDURES

Morning Band Room Procedures : Due to COVID-19, students will only be permitted to enter the room to drop their instrument off and immediately leave and report to their first period class.

Entering the Room: Students will quickly and quietly enter the room and retrieve their instruments from their assigned lockers. Once the bell rings, students will have three and a half minutes to assemble their instruments, be in a chair, have music out and in order for the days rehearsal. Failure to be prepared when class starts will negatively affect their participation points. *Subject to change due to evolving state & local policies due to COVID.*

Bathroom Policy: Students are to use the bathroom before and after class. Only extreme emergencies (vomiting, bleeding, etc.) will be allowed during instructional time. Students that abuse the bathroom policy will be referred to administration.

Dismissal from Class: Students will be allowed between three to five minutes at the end of class to put their instruments up. Once the dismissal bell rings, students will quickly and quietly exit the room. *No stacking chairs & stands any more.*

DISCIPLINE PROCEDURES

While it is expected that members of the Veterans High School Instrumental Music Department act professionally and with maturity at all times, there are some instances where consequences to inappropriate behavior are warranted:

First Offence: Verbal warning

Second Offence: Student / Teacher conference.

Third Offence: Alternate assignment and/or Parent contact

Fourth Offence: Disciplinary referral

**Excessive offences could result in dismissal from the band program*

**Any major infraction, fighting, cursing, etc will result in an immediate disciplinary referral.*



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ATTENDANCE POLICY

Attendance is mandatory at all events including performances and rehearsals. Band is one of only a few organizations that require 100% participation by every individual for the success of the whole. With that said, there will be situations where a student will have to miss a rehearsal or performance. **Students MUST fill out the blue *Absence Notification Form* and submit to a director PRIOR to the missed performance or rehearsal.** Absences will be coded as “Excused” or “Un-Excused;” see below for descriptions of each:

Excused Absences:

Emergency: These absences are the result of unforeseen circumstances such as sudden illness, family illness, or death in family. Contact Mr. Fermin *immediately* if an emergency should occur. A note acknowledging the absence is required upon return.

Non-Emergency: The following are acceptable non-emergency excused absences:

- religious observances
- medical appointments (please try to schedule around rehearsals)
- legal obligations
- family visitation

Documentation: When presenting a doctors’ note, please have the doctor be specific with his or her orders so the band staff can follow them.

*****All non-emergency excused absences MUST be submitted prior to the missed event. Failure to do so will result in disciplinary action.*****

Unexcused Absences:

An unexcused absence is defined as failure to show up to a Veterans Band event without prior approval and/or an absence for any reason other than the excused absences listed above.

Consequences for unexcused absences are as follows:

- More than one unexcused absence from rehearsal will result in a reduction in the marking period grade
- An unexcused absence from rehearsal may result in suspension from performance
- Students with more than THREE unexcused absences or ONE unexcused performance absence, could possibly be dismissed from the band.
- Any other punishment deemed appropriate by the Director of Bands and staff.

Understand that just because a note or email is provided, that does not mean it will be coded as “unexcused.” This will be evaluated on a case by case basis.



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ATTENDANCE POLICY (CONT.)

Tardiness:

Rehearsals and performances BEGIN at the time indicated on the calendar; therefore, students are expected to arrive early in order to get their instrument ready and into proper formation. Unexcused tardies will be treated like unexcused absences and will have appropriate consequences.

Practice Dismissal:

When picking up your student from practice, please use the parent pick up lane in front of the school. DO NOT park next to the trailers adjacent to the band room. This is for safety purposes. Parents and students need to be punctual when leaving practice/games/competitions. It is unacceptable for students to have to wait more than 15 minutes after practice is over for a ride.

HORN, SPIN, AND DRUM CLUB

Every Friday we will host Horn, Spin, and Drum Club from 3:00pm-5:00pm. The function of this meeting will be to ensure that anyone who missed practice for any reason has the ability to make up the time lost on the practice field. Club is not a punishment nor should it be considered a disciplinary action. It is simply a time makeup to ensure material is learned before the weekend performances.

The following rules apply to Friday Club:

Excused Absences during the week: Must attend all of horn club or arrange time with a Drum Major.

Excused tardy during the week: Must attend horn club for the time missed or 15 minutes if the time is less than 15 minutes.

Unexcused absence during the week: Must attend all of horn club from 3:00pm-5:00pm.

Unexcused tardy during the week: Must attend all of horn club from 3:00pm-5:00pm.

Club will be led by the drum majors and overseen by a director. Failure of any student with any absence or tardy to attend horn club will result in the student being removed from any on-field performance for the weekend immediately following the absence. *Some instances will be handled on a case by case basis with a director.*



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HOME GAME PROCEDURES

Likely subject to change, contingent on state & federal mandates regarding COVID.

Loading Crew & Leadership students will be required to ride the bus both to and from Veterans to Freedom Field to assist in loading / unloading the trailer. Report time for those students will be **5:00pm.**

Who meets at Freedom Field?

All other students will meet at Freedom Field at **6:00pm.** Students will need to either park in the main parking lot or be dropped off at the front gate and walk to the staging area next to the band section in the bleachers. Students with small instruments will need to transport their own instruments to the stadium. Students CANNOT be dropped off at the field house off of Bear Country Road for safety reasons.

Dismissal from Freedom Field:

Students that meet at Freedom Field will also get picked up from the stadium. After the game, students will turn in their uniform and get picked up from the front gate.

Shuttle:

There are limited extra seats on the shuttle. Leadership and loading crew are required to ride and have first priority. If all options have been exhausted, please sign up for a shuttle spot with Mr. Fermin. Don't forget we have a car pool system!

Uniforms:

Because there will be more room on the trailer, we will transport the uniforms on the z-racks to the field and students will dress there.

Conclusion:

The purpose of these procedures is to be more cost effective and give students who are not percussionist, leadership, etc. an opportunity to have a little more time at home prior to the kick off and get home sooner after the game.

Band Room Gameday Protocol:

Students are not permitted to stay in the band room for any home or away game unless an arrangement is made in advance with the directors.



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MARCHING BAND AFTER SCHOOL PROCEDURES

This policy is still under review and awaiting approval. Tentatively plan to run rehearsals from 2:20pm-4:30pm on Tuesdays & Thursdays. Color Guard will have a slightly altered schedule. More information coming soon!

PARENT / TEACHER CONFERENCES

We at Veterans High School welcome parents' questions and concerns. We advise contacting us by email because that will generate the most prompt and thoughtful response.

If a face to face meeting is necessary, we welcome you! We want to maintain the integrity of the rehearsal schedule so your student receives quality instruction. Therefore, we kindly request that questions and concerns wait until **AFTER** a rehearsal has ended or schedule an appointment ahead of time. Please understand that we may not be available if you show up unannounced.

RECOMMENDED WOODWIND MOUTHPIECES

Clarinet: D'Addario Reserve X5 or Vandoren M30

Bass Clarinet: Vandoren B45

Alto Sax: Selmer Paris S80 C* (alto) or Vandoren AL3

Tenor Sax: Vandoren TL4, Selmer Paris S80 C* (tenor)

Bari Sax: Yamaha 5C or Vandoren BL3, Selmer Paris S80 C*(bari)

RECOMMENDED BRASS MOUTHPIECES

Trumpet: Bach 3C

French Horn: Holton Farkas MC

Trombone: Bach 6.5 AL or Bach 5G (large bore)

Euphonium: Schilke 51D (large bore)

Tuba: Conn Helleberg



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INSTRUMENT AND EQUIPMENT CARE

School-owned instruments and equipment become the responsibility of the student to whom they are assigned. Any damage other than normal wear and tear will need to be repaired at the student's expense. A \$65 instrument rental fee for marching band students using marching instruments will be assigned to those students.

Personal instruments must always be maintained in top playing condition. Always show the director your instrument before taking it in for repairs. Remember that horseplay can cause damage to instruments and equipment. Be careful with your own instrument, place it out of harm's way if it is necessary for you to put it down, and never play around with or play on anyone else's instrument.

OUT OF SCHOOL BAND OPPORTUNITIES

contingent on state & federal mandates regarding COVID

District Honor Band / Region Band / All-State: Students are highly encouraged to audition for the GMEA District 11 Honor Band and the Georgia All-State Band. These ensembles are comprised of the most talented musicians in the district and state. To be selected for these ensembles is a great honor. District Honor Band Auditions, which serve as the first round of All-State auditions, are held in early December every year. If a student passes the first round, they move to the final round of All-State auditions in January. Region Band is determined by the second round scores.

University of Georgia Janfest: Students that have performed above and beyond the duties of a band member will have the opportunity to attend The University of Georgia Janfest. There will be two rounds to get accepted: one at the high school level the other at the University level. Students will write a one-page essay as to why they believe they should be nominated. The names of the students that pass the essay round will be sent to UGA; at that point the University will pick students based on instrument needs. Please watch the board for the specific dates in January.

Solo & Ensemble: Students are highly encouraged to participate in solo and ensemble. Solo and Ensemble is an opportunity for students to be rated on a solo or a small ensemble performance. Small ensembles consist of brass quintet, woodwind quintet/quartet, trios, duets, etc.



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Local Community Bands: There are two community bands in the area: The Wellston Winds and the Middle Georgia Youth Wind Ensemble. Be on the lookout for information concerning each group.

LARGE GROUP PERFORMANCE EVALUATION

Each year, the Georgia Music Educators Association sponsors a Large Group Performance Evaluation for high schools and middle schools in GMEA's districts. The Concert Band, Wind Symphony and Wind Ensemble will be rated by qualified adjudicators from across the state.

BAND LOCKERS

Each band student will be issued a band locker. Students will be required to use the lock provided. *You may not use a personal lock; it must be a school issued lock.* Students will not be permitted to go to their band locker between classes. It is important to keep the lockers free and clear of trash.

LOST OR DAMAGED PROPERTY

The Veterans High School Instrumental Music Department and the Houston County School System will not be held liable for any lost or damaged property in the band room, band bus, or band trips.

LETTERING

Students that complete 2 full years of marching band or three years of concert band are able to earn a band letter. Letter ordering occurs through the Neff Company and eligible students will receive an order form from the directors.

HONOR CORDS

In order to receive honor cords for graduation, a band member must do the following:

1. Be a graduating senior
2. Have auditioned and been accepted to the South Georgia Region Honor Band.

FINE ARTS DIPLOMA SEAL

Graduating seniors are eligible for the Georgia Fine Arts Diploma Seal. The requirements are as follows:

1. At least 3 Fine Arts classes in the same subject area during high school (with "B" or higher average in each).
2. Participation in at least two fine arts events.
3. Twenty hours of fine arts related community service.
4. Completion of a capstone project.
5. Written Musicianship Statement



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2020-2021 CRITICAL DAYS

Likely subject to change, contingent on state & federal mandates regarding COVID. Download the Charms calendar for most current band events.

CONCERT BAND CRITICAL DAYS

District Jazz Auditions— October 5, 2020 at Veterans High School

Veterans Day Concert— November 11, 2020 in Veterans Auditorium at 11:00am

Christmas Concert— *Tentatively* December 10, 2020 in Veterans Auditorium at 6:30pm

District Honor Band Auditions (First Round All State)— December 12, 2020 at Perry High

All-State Final Round—January 9, 2021 at Union Grove High School

Symphonic Camp— *Tentatively* Saturday, Feb. 6, 2021 (Wind Ensemble & Wind Symphony ONLY)

District Jazz Band—February 11-12, 2021 at Baldwin High School

District Honor Band—February 12-13, 2021 at Baldwin High School

Pre-LGPE Concert— *Tentatively*, February 25, 2021 in Veterans Auditorium at 6:30pm

All State Band- March 5-7, 2021 Athens, GA

LGPE—*Possible Dates* March 12th, 13th, or 14th at Houston County High School

Solo & Ensemble—April 24, 2021 at Bonaire Middle School

Jazz Band & Percussion Ensemble Concert— *Tentatively*, April 29, 2021 at 6:30pm

Spring Band Concert— *Tentatively*, May 8, 2021 in Veterans Auditorium beginning at 6:30pm

MARCHING BAND CRITICAL DAYS

Regular After School Marching Rehearsals— Tentatively, every Tuesday & Thursday from 2:20pm-4:30pm...*specific color guard rehearsal schedule will be forthcoming.*

Monday Rehearsals— August 24 & August 31

Band Night—TBD

Competition and/or Festival— TBD



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FINANCIAL OBLIGATIONS

Marching Band Fees:

Due to COVID this year, the total fee for marching band will be **\$250**. Color guard fees are separate and are detailed on page 19.

Money: It is of the utmost importance that money is paid on time. Failure to do so could result in the band not being able to fulfill its financial obligations. **Money must be placed in an envelope that can be found between Mr. Fermin and Mr. Mullis's doors then placed in their hands. The outside of the envelope must be filled out in its entirety before it is accepted.**

Financial Assistance: Students and parents who have financial difficulties will need to speak to the director. Fundraisers and payment plans will be available to ensure that ALL STUDENTS who wish to participate in the Veterans Band program will be given the opportunity to do so.

Obligation List: The Instrumental Music Department will submit delinquent students to the obligation list on December 1st for the fall semester and May 1st for the spring semester. After those dates, only cash or money orders will be accepted to rectify the outstanding balance.

MARCHING BAND PAYMENT SCHEDULE

2020 Returning Student Payment Plan		
Deposit	\$100	June 1 st
Installment #1	\$50	August 21 st
Installment #2	\$100	September 11 th
Balance Due	various	October 2 nd

Color Guard Payment Plan		
Deposit	\$125	June 1 st
Installment #1	various	August 21 st
Installment #2	various	September 11 th
Balance Due	various	October 2 nd

Please see next page for Color Guard specifics



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BAND OBLIGATIONS QUICK GUIDE

This is not a comprehensive list. From time to time, other obligations for specific events such as trips, purchases, etc. will be added to your charms account if it applies to you.

DESCRIPTION	COST
Tuxedo	\$105 (Wind Symphony & Wind Ensemble ONLY)
Dress	\$80 (Wind Symphony & Wind Ensemble ONLY)
2020 Marching Band Fee	\$250
Replacement Marching Shoes	\$50
Marching Band Instrument Rental	\$65
Marching Percussion Stick Fee	\$25
District Honor Band Fee	\$35
Individual Reeds	\$3 (cane) \$20 (synthetic)

COLOR GUARD FEE BREAKDOWN

***The cost per student will vary depending on what is needed on an individual basis.*

DESCRIPTION	COST
Band Fee	\$75
T-shirts	\$40
Costumes	\$125
Wind Suit Jacket	\$50
Back Pack	\$14
Pom poms	\$14
Earrings	\$6
New Member Total	\$330
Returning Members	\$115 + any reorders



VETERANS HIGH SCHOOL INSTRUMENTAL MUSIC DEPARTMENT

PROGRAM DIRECTORY

Jeremy Fermin, Director of Bands, *jeremy.fermin@hcbe.net*

Grayson Mullis, Associate Director of Bands, *grayson.mullis@hcbe.net*

Instructional Staff

Aaron Barnes—Percussion Instructor

Hannah Banbury—Color Guard & Winter Guard Director

Chad Capers—Percussion Instructor

Laura Hancock—Flute Instructor

Aaron Reid—Visual & Percussion Instructor

Sarah Stuart—Color Guard & Winter Guard Director

Booster Officers

Co-Presidents: Jessica Theis, *vhsbandspresident@gmail.com*

Vice-President of Revenue: *vhsbandsvpfundraising@gmail.com*

Vice-President of Special Events: *vhsbandspecialevents@gmail.com*

Vice-President of Operations: Kristen Jones, *vhsbandsvpops@gmail.com*

Treasurer: Stephanie Guimond, *vhsbandtreasurer@gmail.com*

Secretary: *vhsbandssecretary@gmail.com*

Chaperone Coordinator: Angie Brown, *vhsbandschaperone@gmail.com*

Roadie Coordinator: VACANT

Concession Coordinator: VACANT

Uniform Coordinator: VACANT



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Houston County School District 2020 Fall Band Operating Procedures

While operating Band/Choral classes and activities in the Houston County School District amid the COVID-19 outbreak, the following guidelines should be implemented. These guidelines are for the protection of students and staff in accordance with current Governor's Office, Department of Public Health (DPH), Centers for Disease Control and Prevention (CDC) and the North Central Health District (NCHD). These guidelines are subject to change as information is revised and research is updated.

Overall Safety

Safety is our number one priority. If a student or staff member has been recently diagnosed with, exposed to, or is currently experiencing symptoms of COVID-19, they are required to stay home and should consider contacting their primary care physician. The Official Code of Georgia Annotated (O.C.G.A) §32-12-2 requires immediate reporting of positive COVID-19 cases. Staff members are required to report positive COVID-19 cases to their principal immediately. Principals should report these cases to Dana Rollins, Coordinator of Student Services, or Chris Brown, Executive Director for School Operations, immediately.

Educating

Schools should place signage at the entrance and throughout the facility to instruct students and staff how to practice social distancing and prevent the spread of respiratory diseases. Staff and students should view district training video(s) regarding COVID-19.

Guiding Principle

Band and Choral directors are strongly encouraged to measure the risk of exposure and the spread of COVID-19 as they design practice plans and make operational plans. The overall goal should be to minimize the impact on the group if a staff member or student tests positive for COVID-19. Band and Choral directors must always prioritize the safety of athletes and coaches as well as consider contact tracing when making decisions.

Fall 2020 Band and Choral General Procedures for all grades

The School District will:

- Use MERV13 filters in all music, chorus and band classrooms.
- Increase the amount of outdoor air introduced into the classroom through the HVAC system.
 - Please note this may increase the room temperature a few degrees.
 - Teachers do not need to prop open exterior doors or windows.



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Houston County School District 2020 Fall Band Operating Procedures (cont.)

Teachers should:

- Set-up room so students and staff can maintain social and physical distancing.
 - Straight rows may allow for more space between students than the traditional arch shape.
- Require singers to hold a barrier in front of their mouth or utilize face shields while singing.
- Where practicable and safe, require students to wear a face covering while playing an instrument.
- Conduct indoor rehearsals that last no longer than 30 minutes, followed by a 20-minutes non-singing/playing activity to allow the HVAC system to exchange the air.
- Keep interior classroom doors open to allow airflow.
- Provide a trashcan for students to discard spit valve contents.
- Safely practice/perform outdoors as much as possible.
- Ensure that small practice rooms are for individual use only.
- Maintain a daily seating chart of students, this includes extracurricular activities.
- Ensure students do not share music stands unless they are properly disinfected between uses.
- Ensure students do not share sheet music.

Instrument Hygiene:

- Sharing of instruments is discouraged.
 - However, if sharing is necessary, a proper thorough cleaning should occur between each use.
 - Follow guidance developed by NFHS, NAFME and NAMM.
- Percussion students must not share mallets without properly disinfecting them.
 - Frequent breaks should be scheduled to provide students the opportunity to wash their hands when sharing equipment.
- Consider use of larger facilities as available, and measure and pre-set these spaces as well.



VETERANS HIGH SCHOOL

INSTRUMENTAL MUSIC DEPARTMENT

High School Bands in Houston County, GA COVID-19 Summer/Fall 2020

Plan for Returning to Marching Band Activities

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VETERANS HIGH SCHOOL INSTRUMENTAL MUSIC DEPARTMENT

High School Bands in Houston County, GA COVID-19 Summer/Fall 2020

The purpose of this document is to outline the tentative plans of the High School Band Programs in Houston County and their return to student participation during the summer of 2020 in response to the COVID-19 global pandemic.

The safety of our students, staff members, and parent volunteers is paramount and was considered at every step throughout the preparation of this document.

Resources used to prepare this document include but are not limited to the following:

1. Current CDC guidelines pertaining to social distancing standards and personal hygiene
2. State guidelines as issued by the office of the Governor
3. Student-activity participation guidelines as issued by the Georgia Music Educators Association
4. Student-activity participation guidelines as issued by the GHSA
5. COVID-19 Student Safety & Music Continuation Ideas for Consideration prepared by the American Bandmasters Association
6. COVID-19 Student Safety Recommendation guidelines prepared by the College Band Directors National Association Athletic Band Symposium.
7. Guidelines for Arts Education as North Carolina Reopens Schools as prepared by the North Carolina Arts Education Leadership Coalition.
8. Updated Summer School and Other Allowable Activities guidelines as prepared by the Illinois State Board of Education
9. Army Band COVID-19 Risk Mitigation for Large Groups guidelines as prepared by the United States Army Band
10. Summer Marching Band Practices and Rehearsal Guidelines as prepared by the Texas University Interscholastic League (UIL).
11. Houston County Schools Guidelines for Extracurricular Activities as prepared by the Houston County School District.

All information presented below is based on recommendations and guidelines that are current as of June 30, 2020 with the understanding that the COVID-19 pandemic is a very fluid situation and guidelines change rapidly. The plans enclosed in this document are meant to adhere to as many of these guidelines as possible in an effort to keep our students, staff members, and parent volunteers safe.

The combined projected enrollment for the 2020 High School Marching Bands in Houston County will consist of approximately 850 students in grades 9-12. The challenges we are facing are substantial. These plans, in addition to guidance from local administration, will help to provide a safe educational environment.

It is worth reminding that this is a “temporary” situation and our goal is to return to normal as quickly as safety guidelines will allow. It is also important to state that participation in music education is more important now than it ever has been. Music and the arts should be an important part of the curriculum and students should be given equal and equitable access to the arts as they will be held accountable for participation. This plan describes a scenario where the COVID-19 pandemic has not slowed and social distancing guidelines are still in place. School is open (regular schedule or hybrid schedule) and the plan is for football games to be played. This plan requires careful planning and implementation.



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(cont.)

Summer Rehearsals

- During practices and rehearsals, staff must ensure social distancing, hygiene, and safety measures are utilized at all times.
- Hand-sanitizing stations should be available for students and staff.
- There will be no shared food or water by students, staff, or parent volunteers. Students are required to bring their own water bottle.
- Before each rehearsal can begin, each student will be screened via a series of questions regarding their personal health based on HCSD guidelines.
- Students will adhere to a staggered entrance and exit procedure and no gatherings of any kind will be permitted in accordance with the guidelines set forth by the State of Georgia. Students must maintain appropriate social distancing.
- Indoor practices should be kept to small groups (> 10) and social distancing should be practiced.
- When indoor practices are conducted, students must still maintain a safe distance apart and all used surfaces must be sanitized immediately using a district approved disinfectant.
- It is recommended that all students, in an indoor rehearsal, stand to reduce the usage of chairs and possibly transmission of the virus.
- All used equipment should be cleaned and sanitized immediately following each use and there will be no sharing of any equipment, instruments, or music of any kind. Equipment may not be moved, handled, or utilized by multiple individuals.
- Indoor rehearsal time should be reduced and longer breaks should be included to allow contaminated air to dissipate.
- The use of water fountains is prohibited.
- If restrooms are available they should be used by small groups of students and sanitized by a staff member or parent volunteer frequently.
- Any indoor facility that will allow social distancing guidelines to be maintained should be reserved in the event of inclement weather events. This is for emergency situations.
- It is highly encouraged that students wear cloth masks when they are not performing on their instrument before, during and after rehearsal periods.
- It is recommended that students take their instruments home with them after each rehearsal (when applicable) to reduce the need for a storage room / area.
- Students are highly recommended to shower and change clothing once returning to their homes following a rehearsal.
- It is recommended that students should be spaced at a minimum of a three-step interval in on-field drill formations.
- Each student should have their own designated space for their instrument and equipment that is not shared with other students.
- Maximum gathering size should not be in excess of the state allowable maximum participation limit.
- Students should rehearse in their assigned cohorts for the duration of the rehearsal to limit exposure to large numbers of students.
- Any shared equipment or space that is used will be disinfected upon completion.



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Implications based on the aforementioned guidelines

1. Our band enrollments far surpass the allowable student participation limit for both indoor and outdoor gatherings. It is recommended that our summer camps allow us to have small groups on campus at the same time in multiple locations. Students would be supervised with trained staff members that would be approved according to Houston County School District procedures.
2. If concession stands are not permitted to operate during the football season, our marching bands cannot afford to travel to any away games and / or competitions as profits from the concession stand operations are used to pay for bus drivers throughout the season.

Sample Band Rehearsal Plan for Summer

- Students arrive at a designated time, are given a health screen by school district employee, and remain in their vehicles until announced.
- Students are required to have their own water bottle for rehearsal entry.
- Students rehearse in their designated smaller groups in their designated areas.
- Each rehearsal period should be followed by a sanitation of any indoor facilities that are used.
- Bathrooms should be sanitized and water fountain usage will not be allowed.
- Students should be dismissed from their small group locations to their vehicles at the conclusion of the rehearsal.
- Any surfaces used throughout the rehearsal should be immediately cleaned.
- Single-use of instruments and equipment will be required and usage of indoor facilities will be limited.
- Performances of the band will be limited in scope due to the social distancing requirements and reduced instrumentation due to participation limits, but students will still be given performance opportunities and a sense of normalcy.
- School custodians would be asked to assist with cleaning and sanitizing before the beginning of each rehearsal to provide a safe environment for students and staff members.

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*“A **pessimist** sees the **difficulty** in every **opportunity**;
an **optimist** sees the **opportunity** in every **difficulty**.”*
—Sir Winston Churchill.