

# Litchfield High School Band Handbook 2022-2023



[www.litchfieldband.com](http://www.litchfieldband.com)

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## Welcome Dragons!

Hello and welcome to the Litchfield High School Band Program. My name is Bailey Benoit and I will be your/your child's teacher for the 2022-2023 school year. I am beyond excited to get to know you all and make music with you throughout the year. I have compiled a list of important information that you or your child should know for this year. If you have any questions regarding anything that you read in this handbook, please do not hesitate to contact me by phone or email. Let's get ready to have a great year and Go Dragons!

### PARENTS/GUARDIANS:

Please see the final page of this handbook to sign and turn back into me. These will be due by Monday, September 12, 2022.

Director: Bailey Benoit  
[bbenoit@isd465.org](mailto:bbenoit@isd465.org)  
320-693-2424 ext. 4415

# **Band Courses and Performance Groups**

## **Varsity Band - Grades 9-12**

The Varsity Band is for intermediate students or students with limited schedule time. Music chosen for the Varsity Band will include classical, popular and contemporary styles for high school band. This group performs in four concerts during the school year and participates in the Region Music Festival in the Spring. Varsity Band meets 1<sup>st</sup> Hour on Day 1 and rotates days with Bel Canto Choir. Scheduled concert dates are: November 11th, November 12th, December 19th, March 21st, and May 12th.

## **Wind Ensemble - Grades 9-12**

The Wind Ensemble is the highest level performing band at Litchfield High School. Music will be selected from classical and contemporary literature written for wind band. The Wind Ensemble will perform in four concerts during the school year and participate in the West Central Conference Music Festival in the Spring. All students will audition for placement in the group and are encouraged to take lessons with a private teacher. Wind Ensemble meets daily during 4th Hour. Scheduled concert dates are: November 11th, November 12th, December 19th, March 21st, and May 12th.

## **Jazz Ensemble - Grades 9-12**

The Jazz Ensemble is a select group and will be open to members of the band program who either audition or are invited by the instructor. Instrumentation includes: alto, tenor and baritone saxophones; trumpets; trombones; bass guitar; guitar; piano; auxiliary percussion; and drum set. This group may participate in multiple concerts throughout the year as well as perform at the Solo and Ensemble Contest on February 27th. They will also host the Litchfield Jazz Festival at Cornerstone Church on April 24th. The Jazz Ensemble will rehearse one evening a week.

## **Pep Band - Grades 9-12**

The Pep Band performs for a number of school athletic events, pep fests, and possible community events. A schedule of sports events is provided on the band website. Students are graded on attendance and may earn letter points for their participation. Double reed players may play a secondary instrument or alternate role in the ensemble. Attendance policies, as well as expected behavior and appropriate attire will be expected.

## **Solo and Ensemble – Grades 9-12**

All students will be required to work on a solo, and/or other small ensemble piece (duets, trios, chamber ensembles.) Students will work alongside Ms. Benoit to prepare their work during lessons and individual practice time. This preparation is mandatory for all students and will be a part of your band grade. The Instrumental Solo & Ensemble contest will be held on February 27th at Eden-Valley Watkins High School. Participation in this event will be determined by the students' work ethic and interest in showcasing the growth they have accomplished throughout the year.

## **Marching Band**

The Marching Dragons has an excellent tradition at Litchfield High School. This band has consistently been a number one contender for many decades. Information about this year's theme, music and schedule will be available later in the year.

# Conduct Expectations

Whenever and wherever the band appears in public, we are representatives of the entire music program at Litchfield High School, the school itself, and the community. Wherever we are, members of the Litchfield High School Band must always conduct themselves in a mature and professional manner. While in class, you are expected to follow a few simple expectations. These revolve around the concepts of respectfulness, responsibility, and accountability. Please keep the following in mind:

1. Take care of your instruments by properly using, cleaning, and storing them.
2. Be aware of other instruments and care for them accordingly.
3. Be attentive during classroom instruction. This is YOUR TIME to thrive.
4. Be prepared for all classes. You are expected to be in your seats with instruments ready to go 2 minutes after the scheduled time.
5. Always have your music, instrument, and a pencil.
6. Take care of the space around you, including picking up any garbage and keeping the chairs and music stands in order.
7. Practice your instrument at least 20 minutes a day. Consistency is key for a musician. Talk to Ms. Benoit if you don't know what to practice!

## Grading Criteria for Litchfield H.S. Music

Each quarter will consist of 500 total points. Grading will be broken down into three categories consisting of daily participation, performances, and lesson attendance. Litchfield High School students who participate in band class, concerts, and lessons will receive full academic credit each quarter.

### Daily Participation: 50% of Total Grade (250 points)

Attendance in class is mandatory based on the Litchfield High School Handbook. Excused absences cleared through the school will be understood and accommodated as needed. Missed assignments can be done as made up and turned in with a planned schedule decided by Ms. Benoit. Unexcused absences can not be made up. Your daily participation will include:

1. Preparedness for class, arriving on time, and participating fully in all class activities.
2. Demonstration of effort (correct posture, care of instrument, equipment, and materials.)
3. Completion of required assignments, in class activities, and daily 20 minutes of practice.

### Performances: 25% of Total Grade (125 points)

Performances will include scheduled concerts for each ensemble and participation in pep band events. Based on the requirements of each quarter, the amount of points per event will be weighted accordingly.

1. Concerts:
  - a. Participation and preparedness for all concerts based on the fine arts schedule. (Please see the "Attendance at Concerts" section of this handbook.)
2. Pep Band Events:
  - a. Participation and preparedness for the required amount of events (Please see the "Pep Band" section of this handbook.)

### Lessons: 25% of Total Grade (125 points)

All students will be required to attend four to five 20 minute lessons per quarter based on a predetermined schedule. Lessons and individual preparation are extremely important for a developing musician. Assignments may be given at each lesson to aid the advancement of skills. Any student, regardless of ability, may earn an "A" if they are prepared.

A list of students' lesson times will be distributed to the other school teachers. Be prompt in returning to your classroom in order to receive credit for your class. If there are any conflicts regarding your lesson time, please communicate with Ms. Benoit to either change lesson times with another student or make up the lesson time. Missed lessons can be made within two weeks of a missed lesson by completing 30 minutes of practice time in the band room before or after school or during a scheduled study hall while Ms. Benoit or Mr. Taylor are in the room.

Practice rooms are available for individual or small group practice. Students are encouraged to use these rooms during their independent study time to practice assigned lesson material or music. This room is a privilege and must be respected.

## LHS Grading Scale

Letter Grade	Percent
A	93% - 100%
A-	90% - 92.9%
B+	87% - 89.9%
B	83% - 86.9%
B-	80% - 82.9%
C+	77% - 79.9%
C	73% - 76.9%
C-	70% - 72.9%
D+	67% - 69.9%
D	63% - 66.9%
D-	60% - 62.9%
F	0% - 59.9%

## Attendance at Concerts

Attendance at concerts/performances is required and is part of the grading criteria in band classes. This is a fundamental and integral part of your membership in the band. Each performer in the ensemble is dependent on each band member being present and prepared to perform their specific part.

The only excused absences from a concert performance are illness the day of the performance with an absence from school or a family emergency. In both cases, please call Ms. Benoit at the Band Office, 320-693-2424 ext. 4415 to report your absence.

Performance schedules will be given to you well in advance of the actual performance. Read and share this information with your parents, employer, coaches, etc. and check for possible conflicts. In the event of a conflict, communication is key! Talk to Ms. Benoit or Mr. Taylor. We are here to support you! Every attempt will be made to be fair and understanding in the event of unusual circumstances.

## Concert Schedule of Events

Event	Group	Date/Time
Indoor Marching Band Concert	Varsity Band and Wind Ensemble	Nov. 11th and Nov. 12th @ 7:00 PM
Band Holiday Concert	Varsity Band and Wind Ensemble	December 19th @ 7:00 PM
Solo/Ensemble Contest @ EVW	Individual Solos and Chamber Ensembles	February 27th, 3:30-9:00 PM
Band Concert	Varsity Band and Wind Ensemble	March 21st @ 7:00 PM
Litchfield Jazz Festival @ Cornerstone	Jazz Ensemble	April 24th, 8:00 AM - 2:00 PM
Concert in the Park	Varsity Band and Wind Ensemble	May 12th @ 7:00 PM
Jazz Band on Lake Ripley	Jazz Ensemble	May 19th @ 7:00 PM

## Pep Band

All members of the band program make up the Pep Band. We do not play for all home events of all sports but try to perform at least one or two times per week. Athletes can work out a flexible schedule so that they can do both.

- All students should be ready to play 10 minutes prior to the start time listed on the schedule.
- Members of the varsity team in competition the same evening of the performance are excused and given credit for band attendance.
- Junior varsity members **are not** excused from Pep Band performances, nor athletes from other sports, unless your team is in competition at the same time.
- We have between 9 and 10 events scheduled for quarters 1-3. Each Band member is required to attend a minimum of 5 Pep Band events during each season. Football games are required for all.

Pep Band Attire – Your attire for pep band is most often school labeled clothes or Green and Black. Most nights we will have a theme for the night. More information regarding the required attire will be communicated throughout the season.

Pep Band Trips- The following guidelines are in effect when the Pep Band travels.

- All students must travel by school bus unless you are riding with your parents (must give written permission to Ms. Benoit in advance of performance) or you have special permission from the school administration.
- For liability reasons, students must not ride with another student when they are on a school-sponsored activity.
- Pep Band Performance schedules for the entire year are provided for you at our website: [www.litchfieldband.com](http://www.litchfieldband.com) and will be posted in the band rooms.

# Lettering

## Band Letter

To be a "Letter Award" winner, you must participate in the band program for 2 years with a consistent grade of 90% or above. Students must also be in "Good Standing" with the rules and regulations of the Litchfield High School Handbook, Litchfield High School Band Handbook, and of the Minnesota State High School League.

## Marching Band Letter

To be a "Letter Award" winner, you must participate in the marching band program for 2 years. Students must also be in "Good Standing" with the rules and regulations of the Litchfield High School Handbook, Litchfield High School Band Handbook, and of the Minnesota State High School League.

## Pep Band

To be a "Letter Award" winner, you must be a member of the Pep Band and participate in the program for 2 years. The requirements for Pep Band members are to attend 90% of all events. Students must also be in "Good Standing" with the rules and regulations of the Litchfield High School Handbook, Litchfield High School Band Handbook, and of the Minnesota State High School League.

## Jazz Band

To be a "Letter Award" winner, you must be a member of the Jazz Band and participate in the program for 2 years. The requirements for Jazz Band members are to attend 100% of all Jazz Band Events. Students must also be in "Good Standing" with the rules and regulations of the Litchfield High School Handbook, Litchfield High School Band Handbook, and of the Minnesota State High School League.

# Band Awards

1. Litchfield Director's Award
  - a. Awarded by the Band Director to a senior band member for outstanding and unique achievement and service in the band through exemplary leadership, musicianship, attitude, and dedication.
2. John Philip Sousa Award
  - a. Voted by the membership of the entire band program and director, and awarded to a senior band member for outstanding musicianship, achievement, leadership and dedication to music and the band organization. This is the highest award in the Litchfield band program. The recipient of this award will have their name inscribed on a plaque which is displayed in the instrumental rehearsal room.
3. Louis Armstrong Award
  - a. Voted by the director of the band program, and awarded to a senior band member for outstanding musicianship, achievement, leadership and dedication to the Litchfield Jazz Program. This is the highest award for Jazz in the Litchfield band program. The recipient of this award will have their name inscribed on a plaque which is displayed in the instrumental rehearsal room.

## **Leadership**

All students are invited and encouraged to apply for a leadership position within the band program. Student leaders will have specific job responsibilities during rehearsals, concerts, and other events and will be required to attend a monthly meeting to evaluate the status of the ensembles. Applications will be available during the first week of school. See Ms. Benoit with any questions regarding leadership.

Positions available will be as follows:

Wind Ensemble President  
Wind Ensemble Vice President  
Wind Ensemble Librarian  
Varsity Band President  
Varsity Band Vice President  
Varsity Band Librarian  
Band Spirit Representatives (x2)

Section Leaders: Each section of the Varsity Band and Wind Ensemble will have a student section leader as determined by the director. These students will help provide leadership and run sectionals. Occasional meetings may be required if necessary for the betterment of the ensemble.

## **Instrument Storage**

Students will be assigned a storage locker in the rehearsal room for their instruments. These storage units are provided for use during the school day. Because daily practice is required, these lockers should be empty every Friday, as well as throughout the week (if before/after school practice is not happening within the classroom.)

All cases should be in their designated places of storage after each rehearsal. Do not leave them on the floor. Percussion instruments must be put away and all mallets, music and auxiliary equipment back in the proper place in their storage space. The storage of instruments in school is the liability of the owner, not the school. All instruments should be listed with the make, model, serial # and purchase price. If you suspect theft, contact Ms. Benoit or Mr. Taylor immediately as we need to file a police report right away.

## **Music and Band Folders**

Paper band folders will be distributed at the beginning of the year for the storage of music. Please store all folders in your locker. Do not keep concert, jazz or pep folders in your instrument cases when you are not using them. This can damage the instrument. If any music is lost, please see Ms. Benoit outside of class time to get another copy.

## **School Owned Instruments & Equipment**

School owned instruments must receive care and maintenance as if it was your own personal instrument. All school instruments will be in the same condition as it was when it was checked out to you at the beginning of the year. Normal repair problems will be paid for by the school, however, any damages due to carelessness or lack of responsibility will be assessed to the student, including dents. The instrument is the liability of the student and replacement cost is your responsibility in the case of theft or total damage. Students who are issued a school owned instrument will be asked to fill out an instrument contract. The cost for a school owned instrument is \$25 per quarter.



## All Instrument Repair

If you have a problem with your instrument, see Ms. Benoit immediately. Most repairs can be done very quickly. If I cannot fix it, it will be sent to an instrument repair shop. I do have a few loaner instruments if you need one.

## Concert Attire

Public performances are considered times of appropriate attire. Students will be notified as to what the dress code for the event will be. In general, the band dress code will be as follows:

- Pep Band – Litchfield School attire. (shirts, sweats, etc.)
- Varsity Band, Concert Band and Jazz Ensembles formal attire:
  - Concert Black
    - Black pants/long skirts/dresses. (All skirts or dresses must be longer than knee length and nylon or leggings will be required underneath)
    - Black dress shirts
    - Black shoes

\*\* If there are any questions or concerns regarding concert attire, please contact Ms. Benoit.

## Supplies

Being prepared with the proper materials and supplies needed to perform is essential for every rehearsal and performance. Please let Ms. Benoit know if there are any questions about the proper supplies needed for class. The following list is required for all band members: Instrument, Music, Pencil.

Here is the list of individual needs based on your instrument:

- Single Reed (Clarinet/Saxophone)
  - Reeds
    - Each student should have at least three reeds available at all times. I recommend purchasing the Royal by D’Addario or Vandoren brands.
    - Reeds are available for purchase from Ms. Benoit for \$3.50/reed.
  - Cork Grease
    - This can be purchased from Ms. Benoit for \$1.
- Double Reed (Oboe/Bassoon)
  - Reeds
    - You should have two working reeds available at a time. This can not be purchased from the school.
  - Water case
- Brass
  - Valve oil is necessary for all brass instruments. This can be purchased for \$5/bottle.
  - Please see Ms. Benoit with any other supply needs.

# Litchfield High School Band Handbook Acknowledgement Form

**Return to Ms. Benoit by Monday, September 12, 2022**

Student Name: (printed) \_\_\_\_\_

Ensemble: (Please Circle One) - Wind Ensemble    Varsity Band

By signing this, I have acknowledged that I have read and understand the contents of this handbook, including the Litchfield High School grading scale, the Litchfield Bands grading criteria and supply requirements.

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Parents/Guardians/Students:

If you have any questions regarding this handbook, you may write them below and I will be sure to send you an email or give you a phone call to discuss them further. You can also email me or call me at the band office. Thank you!