

WESTERN DUBUQUE HIGH SCHOOL BOBCAT BAND HANDBOOK



2023-2024

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DIRECTOR**

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Philosophy of the Band Department

The bands at Western Dubuque High School are designed to teach students how to become a better musician and a better person. Students not only learn musical skills, they learn life skills. All learning is designed to improve students as a whole being.

Ensembles Of The Western Dubuque Band Department

Concert Band – *The Concert Band is considered the heart of the department. Students make the most individual musical growth in this ensemble. All students participate and the music consists of a variety of band music from a variety of eras and styles.*

Marching Band – *The Marching Band is extremely important because it usually receives more public exposure than any other ensemble. All students participate and many are asked to cover secondary instruments and/or roles because of the demands of the marching band. There are physical demands and the ensemble travels frequently. Required extra rehearsals are scheduled in the summer and in the evening.*

Pep Band – *The Pep Band performs at many school functions. All students participate and the ensemble is quite busy during basketball season. The music is popular and quite extensive.*

Jazz Band Class – *The jazz band class focuses on jazz education and provides performance opportunities for students. This band is also called the Fusion Band.*

Big Band – *The big band is composed of students from the band class and the jazz band class. Most rehearsals are during class with an occasional rehearsal held outside of class.*

Bobcat Beat – *The Bobcat Beat is a mini pep band. It is a select group that consists of a rhythm section and approximately one of each wind instrument. The Beat rehearses primarily outside of school time. The Beat is intended to perform in place of the Pep Band when needed and at "gigs" that pop up throughout the year.*

Color Guard - *The Color Guard meets as its own class. The team is selected by audition. They meet during the first trimester and attend several additional practices outside of class. They prepare for marching performances and the state flag competition in December.*

Honor Bands - *Students may sign up for nomination or audition for various honor bands. Students need to be absolutely positive they are free to participate in the required rehearsal times of the honor band. If a student is chosen for an honor band, there is usually a fee the student must pay.*

Calendar

The performance calendars will be handed out to students as far in advance as possible. Students are expected to check all dates and put them on their own calendar. Any conflicts are to be reported as far in advance as possible. Sometimes arrangements can be made to cover a missing student if the band director knows far enough in advance. A conflict that is "discovered" at the last minute can cause great tension in the band and even cause an event to be canceled. Students are expected to be extremely responsible in their planning abilities.

Western Dubuque High School Band

2023-2024 Performance Calendar

Updated 8/22/23

Date	Day	Time	Event	Location
June 19	Monday	7:00-8:30 p.m.	Summer Band (all band and color guard students including incoming 8th graders)	WDHS
June 20	Tuesday	9:00 a.m. - 2:00 p.m.	Jazz Band Gig for high school students from 2022-2023	Grand River Center in Dubuque
June 26-29	Monday - Thursday	All Day	Camp for drum majors and color guard captains	Central College in Pella
July 8	Saturday	6:00-7:30 p.m.	Drum Line rehearsal	WDHS
July 9	Sunday	10:00 a.m.- 12:00 p.m.	Julyfest Parade	Farley
July 17	Monday	7:00-8:30 p.m.	Summer Band (band students only)	WDHS
July 17-18	Monday-Tuesday	9:00-3:00	Color Guard camp	WDHS
July 21	Friday	9:00-4:00	Leadership Day (Leaders only)	WDHS
July 21	Friday	7:00-8:00 p.m.	Summer Band Concert	WDHS
July 31	Monday	8:00-4:00	Band and Color Guard Camp Freshmen and Leadership report at 8:00. Everyone else report at 10:00.	WDHS
July 31	Monday	7:00-8:00 p.m.	Parents Meeting for all Band and Color Guard Parents - very important	WDHS
August 1	Tuesday	9:00-4:00	Band and Color Guard Camp	WDHS
August 2	Wednesday	9:00-4:00	Band and Color Guard Camp	WDHS
August 3	Thursday	9:00-4:00	Band and Color Guard Camp	WDHS

Date	Day	Time	Event	Location
August 3	Thursday	7:00 p.m.	Marching Band Camp Concert	WDHS
August 4	Friday	9:00-3:00	Band and Color Guard Camp	WDHS
August 5	Saturday	9:00-11:00	Epworth Town and Country Days Parade.	Epworth
August 5	Saturday	11:00-5:00	Fundraiser booth for color guard and Tri-M	Epworth
August 12	Saturday	9:00-4:00 p.m.	Drill Day for all band and color guard students except the pit	WDHS
August 12	Saturday	5:00-9:00 p.m.	Sectional for the pit	WDHS
August 19	Saturday	9:00-4:00	Drill Day	WDHS
August 23	Tuesday		1st Day of School	
August 28	Monday	6:30-9:00 p.m.	Rehearsal	WDHS
September 1	Friday	6:15-9:30 p.m.	Home Football Game	WDHS
September 5	<u>Tuesday</u>	6:30-9:00 p.m.	Rehearsal	WDHS
September 9	Saturday	10:00-4:00 p.m.	Wingfest Performance and work day	Farley Park
September 11	Monday	6:30-9:00 p.m.	Rehearsal	WDHS
September 15	Friday	6:15-9:30 p.m.	Home Football Game	WDHS
September 16	Saturday	Afternoon/ Evening	Mt. Pleasant Marching Band Contest	Mt. Pleasant
September 18	Monday	6:30-9:00 p.m.	Rehearsal	WDHS
September 22	Friday	6:15-9:30 p.m.	Home Football Game	WDHS
September 23	Saturday	All Day	Linn-Mar Invitational and Marion Invitational Marching Band Competitions	Marion
September 25	Monday	6:30-9:00 p.m.	Rehearsal	WDHS
September 30	Saturday	All Day	Bands Across the Prairie and 5 Seasons contest	Cedar Rapids
October 2	Monday	6:30-9:00 p.m.	Rehearsal	WDHS

Date	Day	Time	Event	Location
October 6	Friday	2:00-4:00 p.m.	Homecoming Pep Assembly and Parade	WDHS
October 6	Friday	6:00-9:30 p.m.	Homecoming Game	WDHS
October 7	Saturday	Daytime	State Marching Contest	Waterloo
October 9	Monday	7:30-9:00 p.m.	Marching Band Concert	WDHS
October 13	Friday	6:15-9:30 p.m.	Light Show	WDHS
October 14	Saturday	Evening	Music on the Mississippi Competition	Clinton
October 16	Monday	6:30-9:00 p.m.	Rehearsal for winter drum line	WDHS
October 21	Saturday	All Day	All State Auditions for select students	TBA
October 23	Monday	6:30-9:00 p.m.	Rehearsal winter drum line	WDHS
October 27	Friday	TBA	State Solo Color Guard Preliminaries	TBA
October 30	Monday	6:30-9:00 p.m.	Rehearsal winter drum line	WDHS
November 4	Saturday	All Day	UNI Band Day	UNI Dome
November 16-18	Thursday - Saturday	All Day	All State Festival for selected students only	Ames
November 17	Friday		End of 1st Trimester	
November 29-December 1	Wednesday-Friday	All Day	State Color Guard Solo and Team Competition - Color Guard Only	Des Moines
December 8	Friday	5:00-8:30 p.m.	Pep Band Girls and Boys Bball	WDHS
December 11	Monday	7:00-8:30 p.m.	Holiday Concert	WDHS
December 19	Tuesday	6:30-9:30 p.m.	Pep Band Girls Bball	WDHS
December 28-January 4		All Day	Band Trip to the Reliaquest Bowl in Floridat	Florida
January 12	Friday	6:30-9:30 p.m.	Pep Band Girls Bball	WDHS
January 16	Tuesday	6:30-9:30 p.m.	Pep Band Boys Bball	WDHS
January 22	Monday	Evening	State Jazz Festival - Big Band members only	TBA

Date	Day	Time	Event	Location
January 23	Tuesday	6:30-9:30 p.m.	Pep Band Girls Bball	WDHS
January 26	Friday	5:00-8:30 p.m.	Pep Band Girls and Boys Bball	WDHS
January 30	Tuesday	6:30-9:30 p.m.	Pep Band Boys Bball	WDHS
February 6	Tuesday	7-9pm	5-12 Concert	Drexler
February 9	Friday	All Day	UD Jazz Festival for Big Band and Fusion Band	Dubuque
February 13	Tuesday	6:30-9:30 p.m.	Pep Band Boys Bball	WDHS
February 15	Thursday	7:30 p.m.	Spring Concert	WDHS
February 20	Tuesday	Daytime	All Iowa Concert Band Festival	DeWitt
February 23	Friday	Daytime	Coe College Jazz Summit for Big Band only	Cedar Rapids
February 28	Wednesday		End of 2nd Trimester	
March 2	Saturday	8:00-4:00	NEIBA District Jazz Festival - Big Band only	Waterloo
March 7	Thursday	7:00 p.m.	Jazz Night	WDHS
March 21	Thursday	7:00 p.m.	Sweet Songs Concert	WDHS
April 4-6	Thursday-Saturday	Evening	Musical - (only for students in the cast, crew, or pit of the musical)	WDHS
April 13	Saturday	Daytime	State Solo and Ensemble Festival - Optional	TBA
May 3	Friday	7:00-9:00 p.m.	Fusion Band Concert	WDHS
May 4	Saturday	Daytime	State Large Group Festival	TBA
May 4	Saturday	7:00-10:00 p.m.	Homecoming Concert	WDHS
May 19	Sunday	1:15-3:15 p.m.	Graduation	WDHS
May 21	Friday		End of 3rd Trimester	
May 27	Monday	7:30-9:30 a.m.	Memorial Day Parade	Epworth

Please check these dates and make sure you clear them on your calendar. Our band's success depends on full participation. All students are expected to attend all performances. If an unavoidable conflict arises, please let the director know as soon as possible so proper preparations can be made for the band to cover the missing member. To check for the most current calendar, go to the band website. Honor bands have not been included on the calendar. These will be handled on an individual basis with eligible students.

Need help keeping track of the Bobcat Band events and information? Here are ways to help you:

1. Get on our email list. Be sure we have a current email address at the www.mymusicoffice.com web site.

2. Go to <http://www.wdbqschools.org/BandWDHS.aspx>. Be sure to check the calendar and any special events pages. If you click on an event on the calendar, it will give you information about where, when and what.

3. Use the direct link to our calendar:
<https://www.google.com/calendar/embed?src=uaseffr25b4j17an6o8ngtf67o%40group.calendar.google.com&ctz=America/Chicago>.

4. Attend our monthly Band Parents Meeting. It is usually the first Monday of each month.

6. Get on our text lists. To join the band list (students and parents), text @mromarz to 81010. To join the parents list, text @wdparents to 81010

7. Email Mr. Omarzu at michael.omarzu@wdbqschools.org if you have a question.

8. Text Mr. Omarzu on Remind. The high school currently does not provide phones for the music department.

Putting Together Your High School Schedule

Can you take 3 music classes every trimester and meet graduation requirements?

Yes!

Grade	1	2	3	4	5	6
T 1 - 9th	English	Science	P. E.	Music	Music	Music
T 2 - 9th	Computer App	Science	Math	Music	Music	Music
T 3 - 9th	English	Math	P. E.	Music	Music	Music
T 1 - 10th	English	Science	Math	Music	Music	Music
T 2 - 10th	Social Studies	Math	Elective	Music	Music	Music
T 3 - 10th	English	Science	Social Studies	Music	Music	Music
T 1 - 11th	English	Science	Social Studies	Music	Music	Music
T 2 - 11th	Math	Science	P. E.	Music	Music	Music
T 3 - 11th	English	Math	Social Studies	Music	Music	Music
T 1 - 12th	English	Science	Social Studies	Music	Music	Music
T 2 - 12th	Math	Social Studies	Elective	Music	Music	Music
T 3 - 12th	English	P. E.	Elective	Music	Music	Music

Going To College?

College requirements aren't as tough as you think. College admission requirements are nearly identical to graduation requirements. In some cases, you will need to add two years of foreign language.

Going to a private college? Most of them do not require any foreign language classes.

Going to the University of Northern Iowa? No foreign language is needed for admission.

Going to Iowa State University? No foreign language is needed unless you are enrolling in the College of Liberal Arts and Science or Engineering. If you are enrolling in one of those colleges, you need only two years of foreign language.

Going to The University Of Iowa? Then you need only two years of foreign language.

If you are considering a college with the foreign language requirement, follow the chart on the next page.

Can I take three music classes every semester and meet my foreign language requirement?

Yes!

Just take early bird P.E. sometime during high school. If you can't do that, you can follow this schedule.

Grade	1	2	3	4	5	6
T 1 - 9th	English	Science	Spanish	Music	Music	Music
T 2 - 9th	Computer App	Science	Math	Music	Music	Music
T 3 - 9th	English	Math	Spanish	Music	Music	Music
T 1 - 10th	English	Science	Math	Music	Music	Music
T 2 - 10th	Social Studies	Math	Spanish	Music	Music	Music
T 3 - 10th	English	Science	Social Studies	Spanish	Music	Music
T 1 - 11th	English	Science	Social Studies	Music	Music	Music
T 2 - 11th	Math	Science	P. E.	Music	Music	Music
T 3 - 11th	English	Math	Social Studies	Music	Music	Music
T 1 - 12th	English	Science	P.E.	Music	Music	Music
T 2 - 12th	Math	Social Studies	P.E.	Music	Music	Music
T 3 - 12th	English	P. E.	Social Studies	Music	Music	Music

Grading

Grades are based on the following categories:

Lessons 40% – Students are expected to attend weekly lessons. This is a very large part of a student's grade. Lesson work consists primarily of practice of music in their lesson book (purchased by student), scales, warm-ups, and band music. Students are expected to practice a minimum of 90 minutes a week.

Students who can not schedule lessons during the school day are expected to schedule them before or after school. If a student takes private lessons on their band instrument, they may waive this component (except playing tests and written assignments) by submitting written progress of their private lessons.

There will be some weeks when there will not be any scheduled lessons. If a student has fallen behind in lessons, they may schedule a lesson during one of these weeks. If a student wants full credit for a lesson, they will need to have prepared their scales and music well, and need to be present for the entire scheduled lesson time.

Performances 30% – The success of a band is completely dependent upon the full participation of the students. Students are always expected to attend all performances. Unlike many teams, the band does not have a "bench". Everyone participates in band so there are no substitutes to call upon when someone is missing. When a student misses a performance, he not only lets himself down, he lets down the entire band.

In reality, there is no way to make up a missed performance because it only happens once. However, points can be made up. Students who are excused from a performance must complete their makeup assignment within two days of their return to receive full credit. Makeup assignments may include preparing an audio recording, preparing a video recording, preparing a written assignment, or completing a service project. An excused absence usually involves a medical problem or a death in the family. Performances are graded with two components: a performance component and a participation component. Make up work only goes towards the performance component. The participation points can not be made up. Of course a student with an unexcused absence is not eligible to make up any points. Students who repeatedly miss performances will be asked to leave the program.

Participation 15% – Daily participation in rehearsal and the above mentioned performance participation make up the participation component of the grade. Students need to be present, on time and actively participating to receive full credit.

Tests 10% – Tests are given throughout the year. They are usually playing tests but can also be written tests. There will be a final playing test at the end of each semester. Students will receive generous notice before each test so they may have time to prepare.

Paperwork 5% – Throughout the year, students are asked to complete worksheets, forms, and assignments.

Note - Jazz Band class members who are also enrolled in band class do not need to attend an additional lesson to get credit. However, they may have additional playing tests or lesson requirements.

Note - In regards to pep band, students may miss two of the scheduled performances with no penalty to grade or letter requirements. These are called “freebies” and can be used for any reason. A freebie form must be filled out at least 24 hours in advance.

Being prepared for Band

Students need to be sure to have everything they need to be prepared for class. All students should have:

- 1. Instrument (percussionists need sticks and mallets)*
- 2. Band music*
- 3. Pencil*
- 4. School agenda*
- 5. Lyre*
- 6. Flip folder*

****Double check this list****

Behavioral Guidelines

Students are expected to abide by the following behavior rules:

General Band Rules

- 1. No gum!*
- 2. Be respectful towards others.*
- 3. Do not touch property that is not yours to use.*
- 4. Be on time (better yet, be early).*
- 5. Plan ahead – check your calendar weekly*

Class Rules

1. No food, drink, or gum in the band room.
2. Be in your seat, ready to go when class starts.
3. Don't talk when someone is on the podium
4. Pick up after yourself.
5. Give full effort everyday
6. Read the board for announcements .
7. No cell phones allowed during instruction time

Travel Rules

1. A school trip includes school rules
2. Causing problems on a trip will result in loss of traveling privileges
3. Represent the band and Western Dubuque in a positive way.

Students who do not abide by these rules will receive the consequences set forth in the Western Dubuque High School Student Handbook. A severe violation and/or repeated violations will result in dismissal from the program.

Uniforms

Marching Band – The formal uniform consists of hat, plume, jacket, pants, black shoes (Drillmasters), black socks and white gloves. There is a yearly fee which is used to pay for the summer dry cleaning. Students are expected to provide their own athletic black shorts, black socks, white gloves, and black shoes (Drillmasters). The shoes and gloves are ordered through the band department. The shorts and socks students may purchase on their own. The summer (casual) marching band uniform consists of black athletic shorts, athletic shoes, and the Western Dubuque Band polo shirt. The shirt can be ordered through the band department.

The formal band uniform requires great care. It is very expensive to replace so treat it well. It includes:

Jacket with collar attachment - Replacement cost - \$275

Pair of pants - Replacement cost - \$130

Hat - Replacement cost - \$60

Plume - Replacement cost - \$60

Concert Band Coat - Replacement Cost - \$125

Concert Band Pants - Replacement Cost - \$75

Concert Band Shirt - Replacement Cost - \$45

Concert Dress - Replacement Cost - \$75

The jacket, pants, collar attachment, and cords should only be dry cleaned. How often? As needed throughout the school year. You will not need to clean it before you turn it in at the end of the year. It will be sent to the cleaners for the summer.

Please follow these care rules:

- 1. The uniform is either on a hanger or on you.*
- 2. When hanging the uniform, leave it out of the bag, except when transporting, so it can air out.*
- 3. Always wear dark shorts and a shirt with sleeves under the uniform to avoid perspiration stains and odor.*
- 4. Dry clean when needed.*

Pep Band - The Pep Band uniform is the Western Dubuque Band Polo and your own pants.

Concert Band - The boys uniform consists of a white tuxedo shirt, black socks, black shoes, black tuxedo pants, black tuxedo jacket and bow tie. The girls uniform consists of a black concert gown and black shoes. Boys need to provide their own socks and shoes. Girls need to provide their own shoes.

Jazz Band - The uniform consists of all dark, dress up clothes. Guys should wear shirt, tie, and dress pants and black shoes. Girls should wear pants or long skirt and blouse. When the concert band and jazz band perform on the same night (such as one of our concerts) the jazz band will wear the concert band uniform.

School Instruments

School instruments are available for some sections, especially large instruments. Students are expected to treat them with the utmost care and not allow other students to use them. Students are allowed to use them once they have turned in a School Instrument Use Contract (see back of handbook). The school provides the cost of care for normal wear and tear on school instruments. Repairs needed due to student misuse or accident (such as dropping an instrument) will be paid for by the student and/or parent.

Instrument Care

Students need to take care of their instruments to keep them in working order. Below are descriptions about how to take care of their instruments.

WOODWINDS

Flute / Piccolo Care

Daily Care

- 1. When removing your flute from its case never pick it up by its keys. Remove it by the ends where there are no keys.*
- 2. Put the flute together with a slow back-and-forth twisting motion, never push or pull the flute when assembling or disassembling this can cause the instrument to become bent at the joints.*
- 3. Each time you put the flute together a small amount of debris will build-up on the tenons (this is normal), however, this can make it difficult to assemble. Always wipe the tenons (joints) with a soft cloth before assembling.*
- 4. The use of lubricants on the tenons is not recommended - this can cause damage over time. The only exception to this rule is on some piccolos and wood flutes that have cork joints. You should apply a small amount of cork grease to these joints, as needed, to aid in assembly.*
- 5. After you are finished playing, use a cleaning rod with an absorbent cloth to swab out the inside of all parts to remove moisture. Carefully wipe off the outside of the flute to remove oils or perspiration caused by your hands.*
- 6. Always store your flute in its case when not in use, this helps prevent damage and aids in keeping the instrument from tarnishing. Do not place anything in the case that can press on the flute, this can bend keys.*

Monthly Care

Check all screws and pivots to see if they are coming loose. If they are, take your flute to Mr. Omarzu to have them adjusted.

Yearly Care

It is recommended that you have your instrument checked and adjusted, if needed, by a repair shop. The shop may find adjustments or worn pads that are affecting the optimal performance of your instrument.

Clarinet Care

Daily Care

- 1. When removing your clarinet from its case never pick it up by the keys. Remove it by the ends where there are no keys.*
- 2. When putting your clarinet together, first apply a small amount of cork grease to the tenon corks.*
- 3. Put the clarinet together with a slow back-and-forth twisting motion, never push or pull the clarinet when assembling or disassembling this can damage the tenon or tear the cork.*
- 4. When tightening the screws on the ligature, the device that holds the reed on the mouthpiece, take care not to over tighten them this can cause the screw to break.*
- 5. After you are finished playing, pull a cleaning swab through all parts of the clarinet to remove moisture. Carefully wipe off the outside of the instrument and keys to remove oils or perspiration caused by your hands.*
- 6. Always store your clarinet in its case when not in use, this helps prevent damage and aids in keeping the instrument clean. Do not place anything in the case that can press on the clarinet, this can bend keys.*

Monthly Care

Check all screws and pivots to see if they are coming loose. If they are, take your clarinet to Mr. Omarzu to have them adjusted.

Yearly Care

It is recommended that you have your instrument checked and adjusted, if needed, by a repair shop. The shop may find adjustments or worn pads that are effecting the optimal performance of your instrument.

Saxophone Care

Daily Care

- 1. When removing your saxophone from its case never pick it up by the keys. Remove it by picking it up by the bell.*
- 2. When assembling your saxophone be sure to wipe the neck joint and inside of the receiver with a soft cloth this will make it easier to assemble.*
- 3. Apply a small amount of cork grease to the mouthpiece cork to help the mouthpiece move into position.*
- 4. When tightening the screws on the ligature, the device that holds the reed on the mouthpiece, take care not to over tighten them this can cause the screw to break.*
- 5. After you are finished playing, pull a cleaning swab through the saxophone to remove moisture. Carefully wipe off the outside of the instrument and keys to remove oils or perspiration caused by your hands.*
- 6. Always store your saxophone in its case when not in use, this helps prevent damage and aids in keeping the instrument clean. Do not place books or folders in the case, this can bend keys.*

Monthly Care

Check all screws and pivots to see if they are coming loose. If they are, take your saxophone to Mr. Omarzu to have them adjusted.

Yearly Care

It is recommended that you have your instrument checked and adjusted, if needed, by a repair shop. The shop may find adjustments or worn pads that need attention.

BRASS

Trumpet Care (And Other Valve Instruments)

Daily Care

- 1. Valves on brass instruments need to be lubricated on a regular basis. To do this: (a) Unscrew the valve cap and pull the valve out about half way. (b) Apply a drop of valve oil to the wide part of the valve. (c) Push the valve back into position making sure that it is lined up correctly. (Note): The valve has a guide that keeps it in place. To check for correct alignment gently try to turn the valve. If it doesn't turn it is lined up. If it turns keep turning the valve till you hear a slight "click" and the valve stops turning.*
- 2. Occasionally a mouthpiece will become stuck in the horn. If this happens don't try force to remove it - this can cause major damage to the instrument. Take it to a repair shop or music store to have it removed. Most shops do not charge for this service.*
- 3. After you are finished playing make sure you remove any excess moisture from the inside of the horn by opening the water keys and blowing through the instrument. Carefully wipe off the outside of the instrument to remove oils or perspiration caused by your hands.*
- 4. Always store your trumpet in its case when not in use, this helps prevent damage and aids in keeping the instrument clean. Do not place books or folders in the case, this can bend slides and cause valve problems.*

Monthly Care

- 1. Check all slides to see that they move freely and lubricate them with slide grease if needed.*
- 2. The inside of your instrument needs to be cleaned regularly. This may not be needed every month but should be done at least every 3 months. See the section below on Brass Cleaning for more information.*

Yearly Care

If you clean your instrument on a regular basis you may not need any additional yearly care, however, repair shops have the ability to chemically clean your instrument which is a more thorough cleaning than can be done at home.

Trombone Care

Daily Care

- 1. Great care is needed when handling your trombone. The smallest bump or dent in the slide can cause problems with its proper movement. Due to the precision needed in adjustment of the slide, repairs are time consuming and costly so...Be Careful !*
- 2. The slide needs to be lubricated on a regular basis. Apply a small amount of slide oil or cream to the boot area of the slide as needed. The boot is at the very end of the slide, so be careful not to allow the slide to slip off the trombone.*
- 3. Occasionally a mouthpiece will become stuck in the trombone. If this happens don't try force to remove it - this can cause major damage to the instrument. Take it to a repair shop or music store to have it removed. Most shops do not charge for this service.*
- 4. After you are finished playing make sure you remove any excess moisture from the inside of the trombone by opening the water key and blowing through the instrument. Carefully wipe off the outside of the trombone to remove oils or perspiration caused by your hands.*
- 5. Always store your trombone in its case when not in use, this helps prevent damage and aids in keeping the instrument clean. Do not place books or folders in the case, this can bend slides and cause problems.*

Monthly Care

- 1. Check the tuning slide to see that it moves freely and lubricate it with slide grease if needed.*
- 2. The inside of your trombone needs to be cleaned regularly. This may not be needed every month but should be done at least every 3 months. See the section below on Brass Cleaning for more information.*

Yearly Care

If you clean your instrument on a regular basis you may not need any additional yearly care, however, repair shops have the ability to chemically clean your instrument which is a more thorough cleaning than can be done at home.

Percussion Care

Daily Care

- 1. Be sure to only use proper sticks or mallets on for the each instrument. Students need to have their own snare drum sticks a drum key and a stick bag. It is recommended that you also own a pair of general timpani mallets, medium marimba mallets, and bell mallets.*
- 2. Always check all percussion equipment for loose bolts or nuts. All percussion instruments vibrate which will make any loose bolt to turn over time.*
- 3. Always cover all instruments that have covers when you are done playing.*
- 4. Timpani pedals should be placed in the heel down position when done.*

Monthly Care

- 1. If you have been trained how to tune drum heads, they should be tuned. Marching band requires more frequent tuning.*
- 2. Check tires that need air.*
- 3. Determine any heads that need replacing soon or immediately and report them to Mr. Omarzu*

Yearly Care

- 1. Cymbals should be cleaned.*
- 2. Moving parts should be lubricated.*

Brass Cleaning

Brass instruments need to be cleaned internally on a regular basis. The following is a description of that process. Please note that rotor instruments such as French Horns, Rotor Tubas, and Rotor Trombones should not be cleaned at home, they have special requirements and should only be cleaned by a qualified repair shop.

To clean your instrument you must take it apart completely. You will also need some cleaning brushes (available at music stores), valve oil, slide grease, and some liquid dish soap. You will also need a place to clean the instrument. Unless you have a large sink the bath tub is probably the best place.

- 1. Carefully remove all slides, valves and valve bottom caps. Extreme care should be taken with trombone slides as they are very delicate, especially when they are apart! If any of the slides are stuck take your instrument to a repair shop to have them removed. They can be damaged if not removed properly.*
- 2. Place all the parts, except for the valves, in luke warm, not hot, water containing some liquid dish soap. Let the instrument parts soak in the water for about 10 minutes.*
- 3. While the instrument soaks, take the valves and run warm water over them and brush out all openings in the valves with the valve brush. Shake off any extra water and set valves aside to dry.*
- 4. Next brush out all tubes with the "snake" and the valve casings with the valve brush. Be sure to clean any debris from inside the valve bottom caps.*
- 5. Use clean water and rinse out the instrument. Wipe off any excess moisture and set the instrument aside to dry thoroughly. It is important that the inside of your instrument is completely dry before you proceed.*
- 6. Apply a small amount of slide grease to each slide and reassemble. Be sure not to put slide grease on the main trombone slide. Use slide cream or slide oil on this slide.*
- 7. Install the valve bottom caps. Put a drop of valve oil on each valve and install them in their proper location. Valves are numbered and must be in the correct location to operate properly.*
- 8. You are finished. Enjoy playing your newly cleaned instrument!*

Awards

Various awards are presented throughout the year. Awards are presented to students for a variety of reasons. Some awards are chosen by peers, some are point based, some are for extraordinary achievement. It is important for students to understand that awards are not designed to show who is better than someone else. They are awarded to recognize a particular aspect of a particular student. Some people say that awards should be given to everyone or no one. This suggests that all people are the same, and they are not. We are all individuals and throughout our lives, our individuality gets recognized in various ways. Awards help to do this and should be accepted in good spirit by all.

Information, Notices and Contacts

Students and parents may consult this handbook and the band web site for information. It is also extremely helpful if you can provide your e-mail address for updates and notices. Please be sure to fill out the form in the back of this handbook and return it to the band director.

Parent Support

Our band's success depends on support from parents. Any support you can offer will be very much appreciated. We have monthly band parent meetings, organized by the Western Dubuque Band Parents Organization. All parents are invited to attend. The meetings are usually the first Monday of the month at 7:00 p.m. At the beginning of the school year, we will send out a link to a SignUp.com that you can access to sign up to help at events. We need the most help during marching band season. Also, all band parents (and parents of students in any activity) are asked to work to concession stand events. You will be contacted about that. Thank you for your support!

Conclusion

The Western Dubuque Band is made up of proud students who work hard. This work and pride are what make a band great. Being a member of a band is a great thing, especially the Western Dubuque Band. I look forward to working with them.

Michael Omarzu - Band Director

Reminder! - Students will need to return the forms in the back of this handbook as soon as possible. Students must return them before any grades will be awarded.
Thank you!

This form due no later than the 3rd day of school.

ACKNOWLEDGMENT OF HANDBOOK INFORMATION AND POLICIES

TO BE TURNED IN AS SOON AS POSSIBLE.

I HAVE READ AND UNDERSTAND THE POLICIES IN THE WESTERN DUBUQUE BAND HANDBOOK. I WILL FOLLOW THE GUIDELINES STATED TO THE BEST OF MY ABILITY.

STUDENT SIGNATURE

DATE

I HAVE READ AND UNDERSTAND THE POLICIES IN THE WESTERN DUBUQUE BAND HANDBOOK. I UNDERSTAND THE EXPECTATIONS FOR MY CHILD AND I WILL HELP MY CHILD TO ABIDE BY THESE EXPECTATIONS.

PARENT SIGNATURE

DATE

SCHOOL INSTRUMENT USE CONTRACT

**I WILL BE USING A SCHOOL _____ (TYPE OF INSTRUMENT).
IT IS MADE BY _____ AND HAS THE MODEL NUMBER
_____. ITS SERIAL NUMBER IS _____.
(PERCUSSIONISTS - ONLY FILL IN FIRST SPACE)**

I UNDERSTAND I AM RESPONSIBLE FOR THIS INSTRUMENT AND I WILL GIVE IT PROPER CARE. I WILL PAY FOR ANY DAMAGE THAT IS NOT NORMAL WEAR AND TEAR. I WILL LET THE BAND DIRECTOR KNOW IMMEDIATELY IF THERE ARE ANY PROBLEMS WITH THE INSTRUMENT.

STUDENT SIGNATURE _____

PARENT SIGNATURE _____

DATE _____

ADDRESS _____

PHONE _____

***These forms are due no later than the 3rd day of school.
There is also an online version on the band website.***

Bobcat Band Uniform Agreement

2023-2024

As a member of the Bobcat Band, I agree to the following:

- 1. I will treat my uniform with care. It will always be on a hanger or on me.*
- 2. I will wear shorts and a t-shirt with sleeves underneath my uniform to help keep it clean.*
- 3. I will dry clean my uniform as needed throughout the season.*
- 4. I will keep it in its bag when transporting it. Otherwise, I will hang it out of the bag so it can air out.*
- 5. I will pay for the replacement or repair cost of any damaged or missing parts.*
- 6. I will not take bow ties or cummerbunds home.*
- 7. I will return it at the end of the year (no need to clean it at that time).*

Name _____

Student Signature _____

Date _____

Parent Signature _____

Date _____

This form due no later than the 3rd day of school.

SINCE WE OFTEN POST THINGS ON OUR WEB SITE, PLEASE COMPLETE THIS STATEMENT (CIRCLE ONE):

I Do DO NOT GIVE PERMISSION FOR PHOTOGRAPHS OF MY CHILD TO APPEAR ON THE BAND WEB SITE.

STUDENT NAME _____

DATE _____ PARENT'S SIGNATURE _____

THIS FORM IS NOT REQUIRED FOR EVERYONE. USE WHEN NEEDED.

WESTERN DUBUQUE BAND FEE SCHEDULE

NAME _____

**ALL STUDENTS NEED THE FOLLOWING ITEMS. IF YOU DON'T HAVE THEM,
PLEASE ORDER THEM RIGHT AWAY.**

BAND POLO (RED WD BAND) SIZE _____ \$21 _____

NEW MARCHING BAND SHOES SIZE _____ \$44 _____
(PLEASE BE ACCURATE. WE CAN NOT RETURN SHOES)

MARCHING BAND GLOVES S M L XL ____ X \$3 = _____

BUY TWO PAIR SO YOU HAVE A BACKUP

STUDENTS IN THE PIT AND DRUM LINE DO NOT NEED GLOVES

TOTAL \$_____

ANYTHING ON THIS PAGE, MAKE CHECKS PAYABLE TO WDHS

**A UNIFORM CLEANING FEE IS CHARGED BY THE SCHOOL AND THAT IS
HANDLED BY THE MAIN OFFICE (YOU DON'T TURN THAT IN TO THE DIRECTOR).**