

# **BELLEVUE EAST BANDS**

## Band Handbook 2022-23

Bellevue East High School  
1401 High School Dr.  
Bellevue, NE 68005

Band Office - (402) 293-4174

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

BAND App: <https://band.us/n/a0a178adffQbH>

### Directors:

Jeremy Krug - [jeremy.krug@bpsne.net](mailto:jeremy.krug@bpsne.net)

Kaitlyn Keck - [kaitlyn.keck@bpsne.net](mailto:kaitlyn.keck@bpsne.net)



Bellevue East High School Band



@TheChieftainBand



@ChieftainBand

Jeremy Krug  
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[www.chieftainband.com](http://www.chieftainband.com)

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## To-Do/Turn-In Checklist

- Fill Out Band Information Form - <https://forms.gle/ZnrkDvwBJTaSCZ1i7>
- Turn in Permission to Treat Form
- Turn in Medical Release Form
- Turn in Code of Conduct Form
- Turn in Band Agreement Form
- Turn in Band Fee Form & Payment
- Join the Chieftain Marching Band group on the Band App <https://band.us/n/a0a178adffQbH>
- Follow the Band Social Media Pages on Twitter, Facebook, and Instagram
- Review Handbook & Information as a Family

## Attendance Policy

Attendance is one of the most important aspects of a successful band. When a student is not present, it can create difficulties for fellow band members. All students should be present in order to have a successful rehearsal and performance. All rehearsals and performances are mandatory and part of the student's grade. This includes morning rehearsals, evening rehearsals, performances, call times, and sectionals. Please do your best to schedule dentist, orthodontics, doctor, or other appointments outside of band rehearsal or band class.

**Excused Absences** - In some cases, there may be times when conflicts arise that prevent you from being at rehearsal. Some of these may include a wedding, family emergency, medical emergency, sickness, etc. If for any reason you may have to miss something there are 3 things you should do: 1) Discuss the absence with Mr. Krug at least 2 weeks in advance, where applicable. Complete the Absence form. 2) Have your guardian contact Mr. Krug via email or phone (at least 2 weeks in advance where applicable). Complete the Absence form. 3) Notify and remind 3 people of your absence: a) Your Section Leader, b) A Drum Major, c) Mr. Krug.

**Unexcused Absences** Work-related absences and tardiness are not excused; please be organized with your workplace to prevent this from happening. Missing rehearsals or performances due to an abundance of homework or studying are also not an excuse; use good time management, prioritization skills, and planning skills to get everything done on time. Unexcused absence time will either be made up with a director after school or with a special project, as determined by the band directors.

**Tardies** - Rehearsals and warm-up times start promptly at the designated time. You should be ready to begin rehearsing with all of your materials at the designated time. Arrive early enough to get your things ready. Call times are designed to give you ample time to prepare for performances. Please do not be tardy. Less than 10 minutes late will count as 1 tardy. 10-20 minutes late will count as 2 tardies. More than 20 minutes late will count as an unexcused absence. If you are late, please sign in with a drum major on the attendance sheet.

1st Tardy – Warning #1

2nd Tardy – Warning #2

3rd Tardy – 15 minute makeup after school

4th Tardy – 30 minute makeup after school

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5th Tardy – 45 minute makeup after school and call to parents

Any further tardies will result in an I.S.S.

### **Summer Marching Band Attendance**

Monday Evening Sectionals 5:00pm-9:00pm – Full Band

Thursday Evening Sectionals 5:00pm-9:00pm - Percussion and Colorguard

There will also be additional weekly sectionals as determined by the directors and section leaders. If you are in town, we expect you to be at sectionals. With good communication, we are flexible with vacations, summer camps, etc. Again, work is not an excuse to miss sectionals. **All of Summer Band Camp is mandatory for all students.**

### **Rehearsal/Band Camp Preparedness**

Student Health and Safety is our top concern. For all rehearsals students need to bring water. A gallon water jug is sufficient. A 1/2 gallon is the bare minimum. For all rehearsals students need to wear comfortable athletic shoes and socks. Students need to be acclimated to long periods of standing, activity and warm temperatures. They will be given frequent breaks and no student will be denied water ever. We plan a minimum of one break per hour with the frequency increasing with temperatures and humidity. Hats, sunglasses, and sunscreen are highly encouraged. Musicians hearing protection is strongly encouraged. Some students may want to utilize insect deterrent during evening rehearsals. In hot and humid conditions students should wear light colored athletic clothing. In cold weather conditions students should be prepared with layers of clothing, hats, and gloves. Adequate rest and hydration are essential to success. Healthy diet can also enhance a student's ability to sustain their physical and mental endurance.

### **Typical Weekly Schedule for Marching Band**

Monday: 1st/2nd Hour Class, Full Band 5:00pm-9:00pm

Tuesday: 1st/2nd Hour

Wednesday: 7:00 am through 1st/2nd Hour

Thursday: 7:00 am through 1st/2nd Hour, Full Band 5:00pm-9:00pm

Friday: 1st/2nd Hour, Football Games (when applicable)

Saturday: Rehearsals, Parades, Contests (when applicable)

There may also be additional weekly small sectionals – these are also required.

### **Typical Contest Day for Marching Band (Saturdays)**

Potential morning rehearsal at BEHS and/or Depart BEHS for contest site in the morning  
Prelims Performance Late Morning/Early Afternoon and Lunch provided by Fees/Boosters  
Finals Performance Late Afternoon/Early Evening and Dinner provided by Fees/Boosters

### **Marching Show Alternates/Shadow System**

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This system will be utilized once the marching band exceeds 160 members. To ensure that every position in the show is filled by a performer Alternates and Shadows may be utilized. Alternates are two students who share a position in the competitive show and will alternate repetitions and performances. One of the two alternates may eventually earn the position as their own shedding the alternate status. Alternate students will participate fully in every rehearsal and will know in advance which performances they will be participating in. Students will be given the alternate status prior to band camp which will be determined directors and staff over the training that occurs in the early summer. Students designated as alternates will be deemed to have some challenges in acquiring the necessary skill sets for performance. Shadows are students who have insufficient acquisition of the skill sets necessary to perform. Shadows will be assigned to a section leader and will be assigned the same performance position as a section leader. Shadows will be under the direct guidance and mentorship of our most skilled performers. Should a position in that section become available the section leader will move to open position and the shadow will assume the position occupied by the section leader.

### **Dress Policy**

Dress appropriately at all times. No offensive, questionable, or revealing clothing is permitted. School dress codes are still enforced in rehearsal and on trips. For outdoor marching band rehearsals, light colored athletic clothing (t-shirt and gym shorts), comfortable athletic shoes, and socks are required.

**Marching Band Uniforms** - Wear your uniform with pride! When you are in uniform, you are representing Bellevue East High School and the tradition of excellence of the Bellevue East High School Band. Horsing around, playing games, running, and public displays of affection are not allowed in uniform. No food or drink, other than water, may be consumed in uniform. Cell phones are not permitted in uniform. Additional water consumption is required while in uniform.

**Summer/Rehearsal Uniform** - Our summer and rehearsal uniform will consist of the purple athletic shirt and black "Chieftain" shorts with athletic shoes and white socks.

**Under the Uniform** - While in uniform the shirt will be designated by band directors as either the purple shirt or the show shirt. Students must wear shorts under their uniform. They may wear the black "Chieftain" shorts or black spandex or bicycle shorts. Our competitive venues will not provide changing areas for students to get in to uniform. Students must come prepared to get in uniform in a public area. Students will need calf-length or longer black socks.

**Cold Weather** - Students will be given instruction on additional layers for performing in cold weather. Often students will add layers too soon, get sweaty from performance, and still be exposed to the elements putting them in an unsafe situation. Please trust the experience and guidance of directors on this matter.

**Hair, Piercings, and Other Accessories** - Hair that is color-length or longer must be put underneath the shako(hat). Student may use bobby pins, hair gel, hair spray, and black ponytail holders to secure the hair. The hair must be placed on top of the head to ensure the proper fit and comfort with the shako. Hair must be a natural color. No nail polish, piercings, or jewelry is permitted. If the piercing/jewelry cannot be removed it must be covered with a skin tone bandaid. Clear nail polish is also not permitted as it reflects under the bright lights of a stadium.

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**Concert Dress Attire** - Symphonic Band and Wind Ensemble performers will perform in 'Concert Dress' attire. Students will be fit for these items during October. Two options will be provided for students Option 1 a full length concert dress, Option 2 tuxedo pants, white tuxedo shirt, black bow tie, and black vest. All student will need to provide black shoes and black socks/stockings.

**Bellevue East Band Apparel** - Due to copyright restrictions, no one is allowed to produce Bellevue East High School clothing or Band Program clothing without the consent of administration and director of bands. All section attire needs to be approved by Mr. Krug in advance. There will several opportunities to purchase apparel to support the band program throughout the summer and fall.

### **School Instruments**

Bellevue East High School provides instruments for students who perform on larger or specialized instruments. These instruments, cases, and accessories are property of Bellevue East High School and Bellevue Public Schools. Instruments will be checked out in good working condition and should be returned as such. Students are responsible for any repairs due to negligence while the instrument is checked out.

### **A-Wing, Band Room, and Band Locker Cleanliness**

The A-Wing is home to over 400+ performing arts students. The band rooms are home to 200+ students, staff, and faculty. The band department should feel like home, but please do your part to keep the performing arts area clean and in good representation of the Bellevue East Band Program. Band lockers are a privilege, not a right. Please leave all of your personal belongings, clothing, books, instrument, case, and accessories INSIDE your locker AT ALL TIMES. Any materials left out will be confiscated. If your book bag does not fit inside your locker, please set it on the floor up against the lockers out of the way of the rest of the room. Keep your locker locked. There are often other events and activities that utilize our space. Music faculty will not be held responsible for missing items. There is absolutely no food or drink in the band room, unless for a special approved event. If you see trash, pick it up. If the chairs and stands are messy, fix them. If you move something, put it back. EVERYONE is responsible for the cleanliness of the performing arts areas!

### **Electronic Device Policy**

Cell phones and tablets have become incredibly useful tools for learning. They will be utilized in rehearsal both in the marching and concert settings. The temptation to use devices in unproductive and distracting ways is very real. Students, like adults, are expected to utilize them in a professional manner. Students and staff are expected to refrain from social media during rehearsals and interact in meaningful ways with each other while in rehearsal, even on breaks.

### **Social Media Policy**

As a member of the Bellevue East Band, everything you say and do is a direct reflection of the band program. Posting any material that reflects negatively upon the Bellevue East Band will not be tolerated and disciplinary action can be taken. This could include (but is not limited to) material that chastises other members and

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sections, other band programs, or other school and district programs. Once something is posted, even in a place you believe is private, it is in the public domain forever.

### **Copyright**

Due to copyright laws, please do not video or audio record any portion of rehearsals or performances.

Furthermore, please do not share or post any rehearsal or performance videos on social media, YouTube, etc.

Failure to comply may result in legal action against Bellevue Public Schools, Bellevue East High School, The Bellevue East Band Program, and/or yourself directly.

### **Letter & Chevron Awards and Band Medals**

Students who complete their first full year of marching band along with symphonic band or wind ensemble or winter guard will receive a varsity letter. Students who complete an additional full year of marching band along with symphonic band or wind ensemble or winter guard will receive a letter jacket chevron. Band Medals are presented to students who go above and beyond the classroom expectations. Over 400 points must be earned to receive a medal. Points can be earned by participating in: private lessons, jazz band, solo or ensemble contest, leadership team, honor bands, auditions, drum corps, winter guard, winter drumline, winter winds etc. Forms to apply for letters, chevrons, and medals will be available in April. For a more in-depth look at medal points, visit the band website.

### **GPS (Guided Personal Study) Policy**

GPS happens at the end of each school day. The goal of GPS is to allow students to have 30 minutes to be productive how they deem most appropriate. Students should use this time to do homework, visit teachers for help, make up tests, practice their instruments, hold sectionals, or for other academic purposes. If you would like to come down to the band room during GPS, please obtain a pass from an instructor early in the day. Be sure the instructor puts the correct date along with their signature on the pass – the pass is only valid for that day. When you arrive at the band room, please sign-in on the GPS Sign-In form online. Should you leave GPS please sign out utilizing the appropriate online form. While you are in the band room, you should be doing one of the following only: 1) practicing your instrument, or 2) doing homework quietly. It should NOT be used for socialization, but for academic purposes only. Coming to the band room during GPS is privilege. Please utilize is appropriately.

### **Basketball Pep Band**

Basketball Pep Band is a fun and exciting part of the band program, which performs at selected Bellevue East home basketball games and any postseason games. The performance schedule will be released as soon as the basketball game schedule is available. All band students will be distributed into two bands: 'Purple Band' or 'White Band.' Attendance at scheduled games is required as part of the grade for all band students. Student will be expected to attend 4-5 home basketball games. Postseason games will be made available on a volunteer basis and all students may not be able to attend.

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## **Travel Policies**

- 1) Due to district and NSAA/NSBA policies, all students are required to travel with the band to and from events. The only exceptions include travel from another school event during the same day or early release with a guardian following an event. Any exceptions must be approved in writing with Mr. Krug at least a week in advance. Students must check in or check out directly with a director alongside their parent or guardian.
- 2) Obey chaperones, staff, and directors at all times. They are here for everyone's safety.
- 3) Roll will be called every time people enter a bus. Do not answer for other students.
- 4) When given free time, do not go off on your own. Everyone must remain in groups of at least 4.
- 5) Dress appropriately. School dress codes are still enforced on trips. No offensive, questionable, or revealing clothing is permitted.
- 6) No alcoholic beverages, drugs, tobacco, electronic cigarettes, weapons, or fireworks are allowed at any time on a trip. Any illegal substances will be dealt with by local authorities.

## **Hotel Trip Policy**

- 1) No one is allowed to leave the hotel at any time unless otherwise noted on the itinerary.
- 2) No students of the opposite sex are allowed in your hotel room at any time.
- 3) You may not enter the room of any adult in our organization, except your own parent/guardian.
- 4) No visitors are allowed at the hotel.
- 5) You are not allowed to enter the room of any other hotel guests.
- 6) You should not be any hotel corridors other than those assigned to our group.
- 7) Doors connecting adjacent rooms must remain closed at all times.
- 8) Do not lean out of hotel room windows or throw objects from windows or balconies.
- 9) All students must be in their assigned rooms during the times listed on the itinerary.
- 10) You may not use room services, pay per view, or in room refrigerators.
- 11) You may only utilize food delivery services with the permission of a directors.
- 12) Hotel pools and exercise equipment is only available with permission of a director.
- 13) Do not use the hotel phones unless to contact a chaperone. Students who break any of these rules will be sent home at their own expense and/or parents will be called to come pick them up immediately.

## **Bellevue East Band Boosters**

**Mission** - The Bellevue East High School Band Boosters is a non-profit, tax-exempt organization whose mission is to support the development of excellence in music education, performance skills, and leadership in our instrumental music and pageantry arts programs.

**Vision** - The Bellevue East High School Band Boosters supports the band program in the following manner: - Work to build and maintain an organization of parents who assist and promote the activities of the instrumental music and pageantry arts programs - Promote the band program in a positive manner - Serve as a promotional and marketing organization in the community - Generate and provide additional funding.

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**Band Booster Board 2022-23** - Jimeal Phillips, President – [boosterpresident@chieftainband.com](mailto:boosterpresident@chieftainband.com)

Brandi Salisbury, Vice President – [boosterservicepres@chieftainband.com](mailto:boosterservicepres@chieftainband.com)

Amy Woods, Secretary – [boostersecretary@chieftainband.com](mailto:boostersecretary@chieftainband.com)

Nikole Mulcahy, Treasurer – [boostertreasurer@chieftainband.com](mailto:boostertreasurer@chieftainband.com)

**Student Accounts** - Student accounts will be monitored and maintained by the Band Booster Treasurer through [www.charmsoffice.com](http://www.charmsoffice.com). Each student or family will be given a specialized login to maintain anonymity.

Students/parents will be emailed a monthly account update. Students who have not paid fees by the scheduled full payment due date may be in jeopardy of traveling or performing.

**Payments** - To make payments to your account, check or cash should be placed in an envelope with your name, instrument, and account number (if possible) and dropped inside the money box. The money box is located in the small band room on the wall next to the band office WINDOW. All checks should be made out to 'Bellevue East Band Boosters.' Please do not bring it to the directors, unless there is a hold placed on you by the school.

**Payment Schedule** - We are asking that everyone pay in full or pay a deposit up front of \$200 of the band fee at pizza night to secure a spot in the Marching Chieftains production. A second payment of \$200 is due on July 18th. Any remaining balances will be due on August 18th.

**Snack/Water Donations** - We encourage families to donating a few boxes of snacks and cases of water for students to consume at each competition – granola bars, fruit snacks, trail mix, fruit, etc. is greatly appreciated.

**Fundraising** - The Bellevue East Band Boosters provide many fundraising events and opportunities to raise money for the general operating band fund, which directly benefit each and every student in some way. There are also a few limited opportunities for students to help raise money for their individual account fees. For instance, students can use money raised during the march-a-thon to help with their band fees. There may be other limited fundraisers scheduled and available for individual student accounts.

**Parent and Student Volunteer Help** - It is important to the success of the band program that parents and students help, volunteer, and get involved in the band booster program. In this day of diminishing school budgets, booster groups and volunteer hours are becoming increasingly more important. Without a booster program, booster board, and a lot of volunteer help, we are unable to run events which provide fundraising that benefits every student in the program in some shape or form. Without this fundraising, we are unable to maintain a quality program and experience for our students. It takes many volunteers to help make events run smoothly. There are well over 1200 cataloged volunteer hours needed in the fall and 600 cataloged volunteer hours needed in the spring. We strongly encourage every band family to donate time by providing 4-7 volunteer shifts:

A shift at the Chieftain Marching Invitational (October)

A shift at the HWAA Winter Arts Competition (February-April)

A shift at the WGI Regional (February/March)

A shift at the Bellevue East Jazz Festival (March)

Several more volunteer shifts throughout the year (such as pit help, lunch/dinner help, concessions, chaperone, etc.)

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**Parent Marching Festival Wristbands/Entry** - Please be advised that the band staff receives only a designated number of wristbands at each marching festival. Please do not expect to receive one. Wristbands will be handed out to the immediate band staff, and any leftovers will be distributed at the director's discretion. People assisting with props, pit equipment, flats, etc. will generally not need a wristband to gain field access for the field show portion. Again, please be prepared to pay for your entry into marching band festivals.

**Parent Chaperones** - Parent chaperone assistance is a necessity to help ensure efficiency on our trips, as well as the safety and well being of our students. If you are interested in assisting with chaperone support for any of the marching festivals or trips, please fill out the chaperone form along with the background check form, and return them to Mr. Wright. Chaperones will be chosen as far in advance as possible (at least 2 weeks in advance). It is extremely helpful to have a registered RN as a chaperone for each competition or trip; if you hold those qualifications, please notify us and consider assisting us on our trips. If you are selected to be a chaperone, you will be notified and attend a chaperone meeting with more information regarding the duties and expectations of the trip.

**General Chaperone Expectations** - Watch out for the care, safety, and behavior of our students. - Exhibit and model the same mature behaviors that we expect of the students. - Exhibit, model, and maintain the band policies, travel policies, and BPS policies. - Assist with other operations throughout the day. - Be adaptable and flexible, as sometimes situations may be cause for a change of plans.

**Bus Rider Chaperones** - Check in with the band director and band booster president. - Be aware of the itinerary, movement schedule, and check-in points for the day. - Be sure to listen to any announcements made by the directors. - Take role on the bus. - Maintain order, respect, and low-volume on the bus. - Ensure cleanliness of the bus. - Ensure quick and efficient bathroom stops or meal stops. - Be available to help students get materials and equipment off the buses. - Assist with serving meals and distributing water. - Be prepared to pay for any admission fees.

**Overnight Trip Chaperones** - Attend any scheduled trip and chaperone meetings. - Know your specific assigned hotel rooms/people. - Monitor students throughout the hotel (general meeting areas, hallways, pool, etc.). - Be prepared to pay your portion of the hotel room cost (shared with another chaperone). - Be prepared to pay the entry fee into any festivals. - Any admission fees to additional events (such as museums, sporting events, theme parks, etc.) that require student supervision will be provided for chaperones.

**Volunteer Drivers for Equipment Vehicles** - Hold a valid driver's license and a safe driving record; please provide a photocopy of your license and liability insurance to Mr. Krug.

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