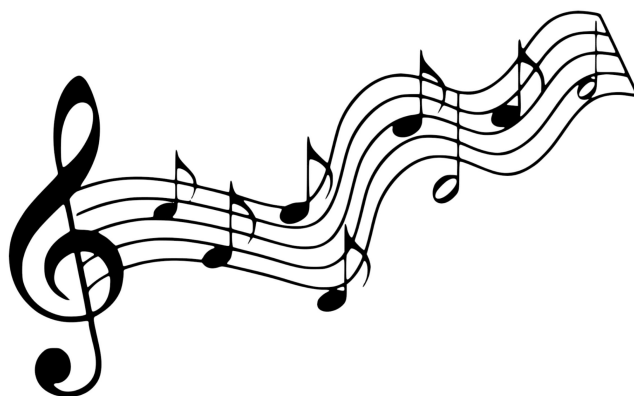


Mater Dei

Winter Percussion

2022- 2023

Handbook



DIRECTOR: ALLISON FIELD

AFIELD@EVDIO.ORG

(812) 620-0358

Dear Parents and Students,

Welcome to the Mater Dei Winter Percussion program. Thank you so much for your interest and participation this season. We are looking forward to upholding the high standards of the fine arts and athletics at Mater Dei High School. Winter percussion is a physically and mentally tough activity that requires a great deal of personal motivation and practice. Because of the level of difficulty and discipline required to succeed, there are certain procedures and expectations that must be followed in order to have a safe and educational season for all members, staff, and parents involved in this organization. This handbook is carefully designed to be a reference for parents, students, administrators, staff, and directors. It is intended to provide information regarding the different aspects, procedures, and expectations of the program. Please be sure to read through the handbook to become familiar with the information. Mater Dei Winter Percussion ensemble members are expected to understand and abide by the expectations outlined in this handbook. If you have any questions about the information contained within, please contact Ms. Field.

Sincerely,

Allison Field
afield@evdio.org

Membership Requirements

Winter percussion is an extracurricular activity involving students grades 7th-12th. Membership in this group is based on the audition held at the beginning of the season. The Mater Dei Winter Percussion ensemble rehearses 2-3 days a week and performs at competitions on select Saturdays.

1. Students who are members of the winter percussion ensemble are required to:
 - a. **Attend all rehearsals and performances (unless two weeks advance written notice is given, preferably via email).**
 - b. **Pay membership fees.**
 - c. **Fundraise or contribute their fair share of the fundraising for the percussion budget.**
 - d. **Act in accordance with school and ensemble rules and regulations during winter percussion activities.**

2. The director(s) reserve the right to place on probation or remove membership from any member who fails to meet the above requirements or whose attitude, rehearsal, and/or performance etiquette negatively affects other students, Mater Dei High School, or the winter percussion program.

Letters

Mater Dei High School Winter Percussion Patch and Chevron – Students will receive a winter percussion patch after completing their first season of Winter Percussion in good standing (no unexcused absences, excellent work ethic, fees paid).

Financial Responsibilities

RATIONALE

Our winter percussion program is almost exclusively funded through membership fee collection and fundraising events. These fees not only ensure that we are able to have a successful and productive year, but also ensure the future of this organization. The directors have gone to great lengths to minimize the amount of time, effort, and money that is required of students and parents of this organization to help run our program. Any fees or fundraising asked of members of this program are done because it is believed that they are necessary and will greatly enhance the program.

If you are unable to meet your financial obligations in any way, you must notify the director(s) so that they may understand and attempt to help you as much as is reasonably possible. The director(s) will handle your situation discreetly and objectively and will make every effort to work with you and your financial situation.

What your membership fees and fundraising make possible:

Staff Funding
Props
Uniforms

Equipment
Facility Rental
Competition Fees

Show design
Transportation
Awards

And so much more!!!

MEMBERSHIP FEES FOR THE 2022-2023 WINTER PERCUSSION SEASON WILL BE:

\$250 FOR ALL MEMBERS

Fundraising is necessary to raise monies not covered by the membership fee. Fundraisers will be announced as they are decided. All students are expected to participate in all fundraisers in order to keep this program running.

Parent Involvement

Parents are some of the greatest assets that we have as an organization. Without the assistance and cooperation of our parents, there would be no way to reach the level of success that we wish to achieve.

Parents can be involved in our organization in several ways:

- 1. Attend monthly MD Band Booster meetings** - These occur every second Tuesday of the month at 6:30pm in the band room. Keep up to date with all information by attending these meetings.
- 2. Volunteer for Parent Committees** – There are many committees that allow parents to be directly involved with the students, as well as behind the scenes. We are always looking for some enthusiastic parents to assist with the following:
 - a. Chaperoning – These parents travel with the ensemble to competitions to help supervise students to ensure their safety, readiness, and proper behavior.
 - b. Uniforms (maintenance and sewing) – These parents help measure students for uniforms and make adjustments and repairs to keep our uniforms in great shape all season long.
 - c. Equipment Handling (Prop Crew) – The prop crew helps us move props to and from the truck, stays with the props during warm up and staging, and helps set up props during competition.
 - d. Meals – Meals may occasionally be provided to the students, so help is needed with preparing, serving, and cleaning-up.
 - e. Other – There are plenty of other opportunities for parents to get involved all year. We are always looking for a helping hand.
- 3. Be supportive of the winter percussion program and your child by:**
 - a. Helping your child be prepared and punctual for every rehearsal and performance.
 - b. Notifying the director if your child is to be absent or late for a performance or rehearsal as soon as possible. This should be done in advance unless there is an emergency situation.
 - c. Encouraging your child to practice at home. There is ALWAYS something for them to practice!
 - d. Showing your interest and support in your child's growth in the program by enthusiastically attending every performance possible.
 - e. Discussing with the director(s) and staff anything that will help them understand and better serve the needs of your child.
 - f. Talk up the winter percussion ensemble to your friends and family, especially if they have children who might someday be in the program. Invite them to join you at all of our events!
 - g. Make arrangements for your child to have transportation to and from practices, competitions, etc. Remember, no ride is no excuse to miss rehearsal! Please make arrangements ahead of time if you know of a conflict.

Behavioral Expectations

Any guidelines set forth in this manual are done so for the purpose of protecting everyone involved in the program in an efficient manner. No set of rules could possibly cover all situations. The director(s) reserve the right to handle any discipline situation in a manner that they deem appropriate.

GENERAL RULE: IF YOU ARE ABOUT TO DO SOMETHING THAT YOU WILL PROBABLY HAVE TO EXPLAIN TO THE STAFF AND/OR THE ADMINISTRATION LATER,

“DON’T DO IT!”

THE USE OF GOOD COMMON SENSE, RESPECT FOR YOURSELF, OTHERS, YOUR SCHOOL, AND PRIVATE PROPERTY WILL SERVE YOU WELL!

GENERAL GUIDELINES

1. **All school rules and policies are in effect at all winter percussion functions.**
2. Students are expected to have a positive attitude at all times. Students are expected to refrain from making negative comments about our ensemble and school or other ensembles and schools on websites, at competitions, or other public venues. It is important that we hold ourselves to a higher standard as representatives of the school. The director(s) reserve the right to expel students that do not have an attitude that contributes to the positive morale of the organization from the program at any time.
3. Any member possessing or using any controlled substances, which include tobacco and alcohol, during any winter percussion function are subject to immediate removal from the organization, referral to school authorities, and if applicable, the appropriate law enforcement agency.
4. Destructive activity to yourself, to others, to equipment, uniforms, and/or property will not be tolerated and should be reported to the director(s) immediately. Proper discipline action will be taken.
5. Any injury or medical needs that occur during a winter percussion function should be reported to the director(s) immediately.
6. School owned equipment is the responsibility of the student to whom they are issued. Any damage other than normal wear and tear will be repaired at the student’s expense.
7. **Horseplay and hazing of any kind will not be tolerated.** Any activity in which a student is requested, forced, or pressured into performing actions that are not instructed by the director(s), staff, or chaperones and can cause them physical and/or emotional discomfort, are strictly prohibited and will, in most cases, cause a negative effect on the individual and the group.

Rehearsal Guidelines

It is important for the success of our winter percussion program to have clear guidelines pertaining to rehearsals. This allows us to rehearse in a relaxed and efficient way during the year.

1. Be ready with equipment for rehearsal at the scheduled time.
 - a. Plan on arriving 10-15 minutes prior to rehearsal start time to prepare yourself and to help set up the tarp / props.
 - b. Bring water to every rehearsal. You may also want to bring a healthy snack.
 - c. Please refrain from making plans that involve leaving rehearsal early or arriving late. Most of the teaching occurs during this time, and we give you the schedule months in advance.
 - d. Students who miss rehearsals, for any reason, may not be allowed to participate in upcoming events at the discretion of the director(s).
 - e. If students must miss a rehearsal, they must make sure to give advance notice to the director(s) and find a student from whom to get that rehearsal's information.
2. Be actively and intently involved in the rehearsal.
 - a. Always be focusing on your performance; don't "go through the motions."
 - b. Please refrain from unnecessary talking during instruction to maximize the productivity.
 - c. Give your utmost effort during rehearsals – pursue excellence!
 - d. Follow instructions quickly and efficiently the first time they are given.
 - e. Move quickly from set to set to maximize rehearsal time.
3. Maintain a positive attitude.
 - a. Please be cooperative, even if you do not understand the purpose of an activity. Ask questions when it is convenient to do so.
 - b. Always show proper respect for your peers, staff, and leadership.
 - c. Offer encouragement instead of criticism. Urging someone to try their best will always produce better results than by amplifying their faults. Our ensemble will only be as successful as our weakest link, so we must work together to ensure everyone's success.
4. Be prepared.
 - a. Have all of your equipment in proper working order BEFORE rehearsals begin.
 - b. Know all the work that is asked of you for the next rehearsal.
 - c. Have your materials organized so that it is readily available, whether it is your equipment, drill charts, or accessories such as water.
 - d. Be properly dressed.
 - i. Students should bring tennis shoes and socks to all rehearsals. If the student prefers to wear socks during certain aspects of rehearsal, it is recommended that the student brings cheap socks, as the tarp tends to tear holes in socks.
 - ii. Students should always wear comfortable athletic clothing. Drumline members need to be able to move freely and correctly. Jeans and khakis do not let you move correctly.
 - iii. Students may occasionally be asked to wear all black during rehearsals. This allows for the staff to see more clearly the forms and movement.
5. Clean up water bottles, food wrappers, and any other trash after each rehearsal.
6. All members are expected to help set up equipment and tear down after rehearsal. This includes putting all instruments/equipment away in their proper place, and set the band room back up for class the next morning. This may cause members to be released a few minutes late.

Public Performance Guidelines

1. Students should stay in their complete uniform at all times when in public. Students are expected to conform to any guidelines they receive about wearing their uniform by the director(s).
 - a. Any damage other than normal wear and tear should be reported to the director(s) and/or uniform parents as soon as it is convenient to prevent further damage to the uniform and cost to the student.
 - b. Students should always wear their show shirt before and after performances.
2. Food and drink (other than water) should not be consumed while in uniform.
3. During any contest, ensemble members should move from place to place in a group. Students should not leave the group by themselves, especially after dark. To leave the site, students **MUST** have permission from the director(s).
4. **ALWAYS REMEMBER** – You may be the **ONLY** representation of Mater Dei High School that some people will ever encounter; leave a positive reflection of our school and winter percussion program.

Transportation Guidelines

1. Prior to arrival at a contest, students will be quiet and focus on their upcoming performance.
2. Students are expected to be seated at all times while the vehicle is in motion.
3. Students are not to throw items or hang out of the windows at any time.
4. Students should **NOT** exit through the emergency door of a vehicle unless there is an emergency or they receive instruction from the directors or bus driver otherwise.
5. When a director, staff member, chaperone, bus driver, or other person of authority addresses the group, students are expected to be silent and focused while receiving instructions. Students are then expected to follow those instructions.
6. Students will remain in their seats upon arriving at a destination until they are given instructions to move.
7. Students will pick-up any trash around their seats when exiting the vehicle.

Behavior Towards Staff Members

Everyone on the staff of the Mater Dei Winter Percussion ensemble has been selected due to the skills and qualities they possess and for the benefit they can bring to the group.

1. It is expected that staff members will be treated with the highest levels of courtesy and respect by both students and parents.
2. If a student or parent has any concerns about a staff member, they should contact the director(s) about the issue as soon as it is convenient.
3. Students are expected to obey and not speak out against directions given by a staff member (in most cases these directions were given to them by a director).
 - a. Students should ask to speak with a director immediately if they feel that any direction they were given violates any civil law or moral standards.
 - b. Uncooperative students are subject to removal from the group.

Behavior Towards Chaperones

Chaperones are considered an extension of the authority of the directors. It is not possible for us to travel, in a safe and efficient manner, without the dedication of our chaperones and other adult helpers. These people work hard, and the only payment they receive is our appreciation.

1. Students and parents are asked to be respectful, polite, and cooperative to chaperones.
2. Please thank chaperones and other parents often to remind them that you appreciate their efforts.
3. If a student or parent has any concerns about a chaperone, they should contact the director(s) about the issue as soon as it is convenient.
4. Students are expected to obey and not speak out against directions given by a chaperone (in most cases these directions were given to them by a director).
 - a. Students should ask to speak with a director immediately if they feel that any direction they were given violates any civil law or moral standards.
 - b. Uncooperative students are subject to removal from the group.

Contests and Other Public Performances

Contests and other public performances can be a wonderful and rewarding experience for everyone involved with the Mater Dei Winter Percussion ensemble. Not only do they instill pride in our members by allowing others to see the product of our time and effort, but we will also receive valuable feedback about our progress as individuals and as a program. We never “live and die” by any one judge’s or any panel’s opinion of our performance. It is important that we learn the value of giving maximum effort and stand by the results as our best possible for that day. ***It is all too easy to assume that one judge’s criticism of our performance is wrong, while a different judge’s praise is correct.***

Competitive performances are filled with emotion because of the time, work, and discipline required to make our shows possible. We share hardship, discomfort, fatigue, cold, long bus rides, disappointment, tears, success, and joy. Ultimately, we are not working for a magic number or place, but for the enjoyment of pushing ourselves farther and harder than we thought possible. Please remember that every other winter percussion program in the state does the same.

1. Members of the Mater Dei Winter Percussion ensemble should sit or stand with pride as results are announced and graciously accept those results, regardless of the outcome.
2. Members are expected to show respect to those who have earned the right to score ahead of us while graciously accepting our own successes.

Attitude

Those students who have a positive attitude, regardless of their individual skills, will always have a place in the Mater Dei Winter Percussion program. The ideal member is someone who is always willing to give his/her best for the good of the program.

1. Students who do not project an attitude that is positive and cooperative will be given the opportunity to change their personal perspective or be asked to leave the organization.
2. Characteristics of a positive attitude include:
 - a. A generally cheerful outlook towards rehearsals and performances.
 - b. Cooperation in the preparation and maintenance of equipment and facilities.
 - c. Most importantly, an eagerness to do what is necessary to be successful.