

West High Entertainment Unit

2011 - 2012 Handbook

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DEPARTMENT PHILOSOPHY

The West High Entertainment Unit is a program under the Fine Arts Department of West High School. The Instrumental Music Department's goal is to provide as varied and complete of a musical experience as the enrolled students can absorb, including aesthetic and technical instruction as well as lessons in citizenship involving cooperation, responsibility, and dependability in ensemble membership and leadership roles. A philosophy of balance has been adopted from various emphases:

- | | |
|------------------|---|
| A. Marching Band | G. Concert Band |
| B. Wind Ensemble | H. Student/faculty directed activities |
| C. Jazz Band | I. Abstract and functional performances |
| D. Color Guard | J. Quality and quantity emphases |
| E. Drill Team | K. Intense participation |
| F. Drum line | L. Casual Consumption |

To facilitate in the department's goal, the department controls enrollment with respect to balance and instrumentation, skill level, individual ensemble and individual member goals. The fundamental concept behind this philosophical statement is that there is always a proper place for any interested student.

SUPPORT SERVICES

West High Entertainment Unit Parent Association

The West High Entertainment Unit Parent Association (WHEUPA) is a support organization consisting primarily of parent boosters for the instrumental music and visual arts department. It provides services and materials to the department beyond those provided by the school district, including but not limited to: chaperones, fundraising, maintenance and care of uniforms, and assistance to the director. All parents are encouraged to support and participate in WHEUPA.

Enrichment—private lessons (band) and outside performance groups (all)

School music teachers at the high school level are normally only ensemble specialists. For those who wish to develop technical skills to the fullest and advance through the department program as quickly as possible, private lessons are highly recommended. A specialist on a specific instrument can give the best quality of time, correct/effective exercises, and knowledge of the instrument. The director may be consulted for a list of qualified instructors in the local area.

Students interested in further performance opportunities may participate in other groups, including: youth bands/orchestras/symphonies, SCSBOA solo/ensemble/jazz festivals, and Drum Corps. The director(s) who specialize in your certain performing category (band/percussion/dance/color guard) should be consulted for further information.

OFFICERS

The Entertainment Unit is supported by a variety of student leadership positions to assist in its function. There are two types of officers: elected officers and appointed leaders. Both types of officers should be given the same respect as one would toward the director(s).

Elected Officers

All elected officers are elected by all members of the Entertainment Unit with a popular vote in the spring prior to the upcoming Marching season and will serve that upcoming season as the student representatives of the WHEU “off the field,” including at functions such as WHEUPA meetings, ASB meetings, etc. Elected officers have no on-the-field powers. The elected officers altogether is called a council which consists of:

President—Creates, plans, and executes the council’s agenda; presides over all meetings, official liaison between the council and WHEUPA; monitors over the progress of the Entertainment Unit and may instill new policy that would further strengthen the Unit’s level of achievement. Only a senior can serve in this position.

Vice President—Presides over all presidential duties if the President is unavailable or if the presidency is vacant, assists the President in executing the council’s agenda and at meetings. Also has responsibility for camp activities. In the case of a vacancy of the Vice Presidency, the head Entertainment Unit director shall determine whether or not elections will be held to fill the position.

Secretary—Records and publishes the minutes and agendas for all Cabinet meetings; responsible for maintaining and updating paperwork as well as its distribution to its designated recipients; responsible for a Entertainment Unit roster if needed; responsible for updating the master calendar of events.

Treasurer—Coordinates all financial transactions involving ASB; maintains accurate financial records of the Cabinet’s account; proposes and leads all Cabinet endorsed fundraisers (including lunch food sales); shall assist with WHEUPA treasurer if called upon.

Quartermaster—Responsible for the loading and unloading of instruments and equipment for all events; may appoint others to assist in the duties. Also responsible for care of the band room (i.e. must supervise band room cleanups).

Librarian—Responsible for keeping the music library organized; makes copies of music and distributes it to its designated recipient(s) as well collecting back original copies. Position should be given to a band member due to familiarity and constant work in the music library.

Publicist—Responsible for posters and submitting school-wide bulletin announcements to advertise the Entertainment Unit.

ICC Rep/Historian—Responsible for taking pictures of major Entertainment Unit events and acting as official liaison between the Entertainment Unit and ASB at ICC meetings.

Appointed Leaders

Appointed leaders assist the WHEU “on the field.” These leaders are direct representatives of the director(s), and thus, as a member, you are subject to their commands and disciplinary actions. These leaders have certain responsibilities and powers that are mentioned below:

Drum Major/Assistant Drum Major—Appointed by director through audition and if necessary, voted upon by WHEU. The Drum Major is the highest authority, second only to the director(s), and should be treated with respect as one would to the director(s). All members of the Unit must obey the commands of the Drum Major/Assistant Drum Major, on and off the field. The powers to discipline and test others are vested upon these leaders. Only the director(s) may veto a Drum Major’s decision.

Drill Team/Color Guard Captain, Co-Captains; Section Leaders—Appointed by directors through audition. Responsible for the section’s performance in the areas of marching, music (if band), dance routines/equipment, show choreography, attendance, punctuality, discipline, and TLC. The powers to discipline and test others are vested upon these leaders. The director(s) and Drum Major(s) have the right to veto a decision made by section leaders and auxiliary captains/co-captains. Drill team/color guard captains and band section leaders have the right and responsibility to assist other sections as well as implement and enforce disciplinary action if necessary throughout the entire WHEU (including sections not within their primary jurisdiction).

Veteran Seniors and Squad leaders—Shall assist in the Entertainment Unit's performance in areas of marching, music, show choreography, discipline, and TLC (if asked by the section leaders to assist them).

Note: Since section leaders have the power to test, whatever scores they give you are final and will be part of your grade. If you are uncomfortable with a student leader assigning you a grade, you may always choose to test with your respective director.

POLICIES

Rehearsal Policy

One of the truisms of field show performance education is that the quality of the organization is better measured by its rehearsals than by its performances. We spend many more hours together in rehearsal than in performance. If these sessions are not efficient, productive, nor enjoyable, then success in the few moments of performance, no matter how great, will be meaningless. You are responsible for knowing your own part. Field leaders have a duty to make sure that rehearsals are productive, and thus may implement and enforce discipline if necessary.

Rehearsal/Performance Areas

This includes the band room, the practice field, the football field, the stadium, the percussion room, the dance room, the choir room, the music library, and any other place within the West High School campus and at another school's campus/field.

Rules to follow:

1. **Keep the place clean.** Do not abuse these facilities by trashing them or getting them dirty. Pick up all trash (especially at home facilities), whether or not it belongs to you. Disciplinary action may be implemented for those who fail to observe this rule.
2. **Do your part.** Put all used equipment/chairs/stands back to their proper places.
3. **No food, gum, and drinks** at anytime and anywhere during rehearsals and performances! Water is acceptable at rehearsal but can't be brought into the band room!
4. **Refrain** from using the rehearsal room or buses for storage of personal items, as they may get lost. The Entertainment Unit is NOT responsible for lost or stolen personal items.
5. **Clean up** after yourself and be willing to help others.

Rehearsal/performance policy

1. **Come to rehearsal/performance fully prepared.** This includes having music, instrument/equipment/flags/props, reeds, pencil (for instrumentalists), sticks/mallets (for percussionists), flip folders, and proper attire (including shoes).
2. **Absence Policy:** You must inform the **director** *in advance* about your absence. Student leaders do not have the final authority on clearing and excusing absences; only the director does. It is best to inform BOTH the director and your respective leader when you will be or were absent. Also, be sure that any materials that you share with others are

available to those that you share with. Don't deprive someone else of their opportunity to learn/perform!

3. **Readiness**—Be punctual to all rehearsals and ready to rehearse when rehearsal begins. This includes but is not limited to being set-up, having the proper attire, warmed up/stretched, and having working instruments/props. In a legitimate case of late arrival, be sure not to disturb the rehearsal in progress and notify the director when the chance arises. The same applies for performances, except late arrivals may not be tolerated. **BE ON TIME!**

4. **Stops and repeats**—Expect frequent stops and repeats during rehearsal as this is necessary and a sign of progress. Don't complain because it's not going to change!

5. **Focus**—Do not consider rehearsal time spent by other members of the group as unimportant to you. Rehearsal is not the time to do homework, chat with your friends, etc. It is time to accomplish the goals of the Unit, and your full attention and dedication should be put towards attaining those goals. Greater familiarity with the entire composition will aid you in knowing your part.

6. **Be mature** as you judge the music/choreography that we perform. Some parts you may enjoy more than others, but all will contribute to your education. One of the greatest factors that hold a performance group of this type back is individuals complaining about their own performance. Just do it.

7. **Know in advance** the information relevant to the event, especially report time and locations. It is better to wait for a performance than to have a performance wait for you.

Total Commitment—As a member of the WHEU, you are making a commitment to all rehearsals and performances. Schedules of the upcoming season that are given out at the beginning of the season must be adhered to and you are expected to plan your personal schedule around it. Only legitimate excuses deemed by the director shall be considered, and these excuses must be in writing, e-mail and/or by phone call from a parent. You must remember that performing groups are teams, and the absence of even one member can have a detrimental effect on the whole group.

Communication Policy

To be successful in any organization requires effective communication, and the Entertainment Unit is no exception. Make sure that your directors, drum majors, and section leaders/captains are always aware of what's going on (especially if you're going to be late or absent). You can always call the directors and/or leaders or have someone relay a clear message to them. It is best to **WRITE** a note to the director; never assume that verbal communications will be remembered.

Effective communication also includes readiness to receive information presented to you. Here are some of the following methods commonly used by the WHEU to present information to you and your parents:

1. Handbook—contains basic information on procedure and standards. Know it!
2. Bulletins and Schedules—These are written on the board or E-mailed home several times throughout the year. Please plan your schedules accordingly.
3. Bulletin board and White Board Notices—check for these daily.

Once information is given, YOU are responsible for knowing it and remembering it!

Mr. Banim's school number is (310) 533-4331
E-Mail: vbanim@etusd.org

Band Grading Policy

Music exam

For instrumentalists, memorized show music will be tested for notes, dynamics, tempo, rhythms, and articulations in addition to marking time to the music. Instrumentalists may only test with the band director, percussion director (for percussionists only), a drum major, or your own section leader. Testing with section leaders who play a different instrument than your own must be approved by your own section leader first!

Marching exam

For instrumentalists, this is your marching ability and on-the-field performance. Section leaders, drum majors, and directors may administer marching exams.

For Concert Groups, these points will count from music history or on-the spot playing tests giving by the director though out the year.

General Performance and Rehearsals

For the entire WHEU, this includes but is not limited to positive attitude, teamwork, discipline, focus, and readiness. Effort will be highly considered in determining your final grade. There are no "make up" exams for missing a scheduled performance or rehearsal. Absence from a performance only can be excused by the Director.

Professionalism. (includes the next two items)

Equipment exams

Your respective Director and section leader will administer frequent equipment exams. Section leaders will check for uniforms, instruments, and music. Dance and Color Guard captains will check for uniforms, makeup, and props. Failure on an equipment exam prior to a performance may result in exclusion in that

performance, which in turn may result in a *loss in points and*, if necessary, loss of the use of that item.

Homework/Class work/Responsibilities/Participation

For the entire WHEU, this includes any homework assignments, effort and punctuality (such as notes, evaluations, contracts and newsletters to be taken home for signatures, etc).

The Attendance Grading Veto

Your raw grade is given by the combination of the five aforementioned categories, which will be added up and averaged. HOWEVER, an unexcused absence at any rehearsal will result in a **drop of one whole letter grade** and an unexcused absence at any performance will result in a **drop of two whole letter grades**. Any student with two or more unexcused absences may be considered for removal from the WHEU and if removed, will receive an “F” as their class grade. Read the “Absence Policy” section for more details.

School Equipment Policy

The WHEU owns a number of instruments for student use (the majority of them tend to be larger and more expensive instruments). School instruments are issued to students in the best interest of the ensemble. Students must supply their own reeds, mouthpiece, and percussion sticks. Damaging school instruments may result in consequences.

Discipline Policy and Intervention Policy

Students must adhere to all of the district policies as well as all of the school rules. The following will not be permitted and may not even be tolerated by the WHEU:

- Rude or inappropriate behavior
- Smoking or consumption of any illegal substances
- Use of inappropriate/obscene language
- Possession of illegal items (such as weapons)
- Stealing of any items

Self-discipline is the best kind of discipline. Self-discipline relies on honest cooperation, understanding of the goals of the organization, and the collective wisdom of the department. When self-discipline falters, then you are subject to the disciplinary policies of the school and/or WHEU chain of command.

Students must remember that whether they are on or off the field, they represent the West High Entertainment Unit. Inappropriate behavior will not be tolerated and will be handled appropriately.

Intervention

If a certain student is having difficulty with one or more aspects of this program, there are several ways to assist that student, including but not limited to:

- A. Parent notification
- B. Peer assistance—individual work with section leaders or more experienced musicians/auxiliary dancers
- C. After school assistance with instructors and/or director
- D. Private lessons

Re-Enrollment

Re-enrollment is always encouraged for most students for the following reasons:

- A. Continuity—to maximize its benefits, the study of music must be consistent. Skills developed over a long period of time are lost quickly and regained with great frustration.
- B. Uniqueness—experiences are changed and varied each year.
- C. Development—each year prepares the individual for unique opportunities, including student leadership.

PERFORMANCE

The Entertainment Unit, like all field show competition units, must abide to a certain code of conduct that is only pertinent to such performing groups.

Pre-Performance/Uniforms

An important aspect of a successful performing unit is its readiness during pre-performance. Here are some of the actions that should be done prior to performance:

- Make sure you have all items necessary for your part of the performance. This includes instruments, props, etc. Musicians may need to carry backup items such as extra reeds, valve oil, etc.
- You will not be allowed to perform if you are not in full performance attire. *Missing a performance will result in a lowered final grade!*
- For Drill Team and Color guard, make sure makeup is worn correctly and to performance specifications. You may only wear the required makeup.
- Be fully dressed in uniform before you arrive at school (unless told otherwise).
- There is to be no playing of instruments in the parking lot whatsoever.
- Be well stretched and warmed up for performance. Instrumentalists should have their instruments tuned.
- Do not carry personal items with you to the performance, especially jewelry and watches. They may get lost or may be noticed by judges.

- Know in advance the information relevant to the event, especially report time and event locations/meeting places.
- Follow sectional tradition. Every section has their own, unique pre-performance traditions that are used to motivate members to prepare them for the performance.
- Do not change outside of the buses/changing rooms.

At Social Functions

The WHEU may be asked to perform at various social functions, such as Pep Bands and school assemblies. While you may or may not be in uniform for these performances, they are still performances and should showcase the same professionalism and be treated with the same seriousness and significance as an in-uniform performance.

- Dress appropriately or as told so (you may be in uniform, WHEU shirts, or designated clothing).

At Football Games

The WHEU's primary purpose at the football game is to support the Warrior football team. While the game itself should be an enjoyment, your full attention must be paid to the Drum Major. Here are some rules for football games:

- Follow the Drum Major! Be ready and attentive for his/her commands. Have the next pep song ready to be played. Ask for the next song title if unsure.
- No undirected playing whatsoever! (Percussionists may bring practice pads)
- All members (except drill team and color guard) must stand while playing pep music. This also applies to away games.
- There is to be no switching of instruments.
- No distractions in the stand. You may visit friends during 3rd quarter break only.
- Eating/drinking in uniform is only allowed during 3rd quarter break, but be careful! If anyone gets any food/drink on his/her uniform, then food and drink will not be permitted for the entire WHEU for the remainder of the year! Also, remember to throw away your own trash!
- Do not undo your uniform jacket during 3rd quarter break unless given permission.
- Be careful about instrument/music/props/personal items. They may fall down the stands or get stolen while you are away from the stands.
- Communicate! Tell the Drum Major if you need to leave for specific reasons.
- Members returning late from 3rd quarter break will face discipline. (Standing at Attention in front of unit)
- Uniformity and group tradition should be followed.
- Cheer loud and proud!

Travel Rules

There are certain rules that must be obeyed while traveling to and from performances.

- No playing inappropriate games on the bus or anywhere else.
- No yelling, chanting, high-pitched laughter, drumming, or any other distracting behavior. Inappropriate relationship behavior is not permitted.
- Respect and thank the driver.
- You must ride the bus to and from all performances unless you are excused ahead of time by the director(s). Non-Entertainment Unit members **MAY NOT** ride on the bus (except for chaperones).
- Listen to the driver, chaperones, and directors when they give instructions.
- You *must* sit on your assigned bus.
- No food and drink in the bus. The driver should not find any trash left behind.
- Remain seated while the bus is in motion. No body parts outside the window.
- No abuse of buses (trashing it, drumming on it, etc.)
- Turn cell phone sounds to a minimum.
- If you plan to listen to music, you must bring your own, personal headset. Stereos are not permitted.
- The WHEU will not tolerate sexual harassment at any time (especially while others are changing).
- Parents, if wish to transport your son or daughter to or from an event, you must give the director a note prior to the event.

Post-Performance

Designated section leaders are in charge during post-performance ceremonies. They must be obeyed, and you should be attentive for their commands.

- The ENTIRE Entertainment Unit must sit together in the designated area.
- Eating/drinking in uniform is allowed, but be careful! Same food/drink punishment as mentioned in “At Football Games” section applies here. Remember to pick up after yourself.
- Behavior must be at its best. You are representing the WHEU in front of all other competition units. Inappropriate behavior will not be tolerated. Remember to thank and appreciate others if they complement you!
- You must remain in *full uniform* (unless told otherwise—sometimes hats may be taken off, or the EU will have the opportunity to change into street clothes).
- Communicate! Let the section leaders know if you are making a trip to the concession stands or going to use the restroom.
- The whole group must remain silent if another group is in competition. Judges are allowed to penalize groups for distracting behavior in the stands.
- Cheer loud and proud!

In General

- Assist in the loading crew. If not, follow the instructions of the loading crew to facilitate the loading/unloading of the trucks.
- Always be aware of times, schedule, and meeting places.
- You are responsible for your own personal items.
- Turn off all cell phones and pagers while at rehearsals. Watches, cell phones/pagers and any other non-uniform parts/personal items should not be worn with the uniform, especially during competition!
- Equipment should be in their proper places (i.e. instrument in cases, uniforms in bags, hats in boxes, etc.)
- You are required to follow directions from the attending chaperones and parents.
- In most situations, you are required to wear a WHEU shirt, so have it ready just in case. The shirt creates uniformity and helps members identify each other.
- Appropriate attire must be worn at all times.
- For all members, no nail polish (except for clear), visible tattoos, nor piercing.
- Most importantly, *HAVE FUN!*

2011 Entertainment Unit Field Leaders

Refer to “Appointed Leaders” section for details.

Band Director:	Vince Banim
Consulting Director:	Jim Banim
Guard Instructor:	Nathan Ortiz, Andrea Ruof
Visual Instructor	Andrea Ruof
Drill Team Advisor:	Sue Eriksen
Drum Instructor:	Carlos Sanchez, Aaron Ransom, DJ Rodriguez
Drum Major:	Nicole Mattson
Assistant Drum Major:	Geoffrey Wong
Color guard Captain:	Rachel Shin
Color guard Squad Leaders	Julie Fuqua, Jackie Saldana, Amber Fong
Drill Team Captain:	Stefanie Eriksen
Drill Team Co-Captains:	Carolyn Dinh, Andrea Ramirez
Brass Section Captain:	Brian Tajii
Woodwind Section Captain:	Aya Thompson
Saxophone Section Leaders:	Fred Cho, Asst. Aya Thompson
Saxophone Squad Leaders:	Grant Arakawa, Jay Miyazato
Battery Section Leader:	Daniel Obatake
Clarinet Section Leaders:	Max Jenquin Asst Kiera Griffin
Clarinet Squad Leaders:	Jiun Hong, Minha Lee
Flute Section Leaders:	Ashley Minnis-Lemley
Flute Squad Leaders:	Manda Nguyen, Alyson Perez, Sarah Gaugh
Pit Section Leader:	Megan Yasaki
Trumpet Section Leaders:	Nikko Mesina
Trumpet Squad Leaders:	Bryan Yi, Tanner Farish, David Jong

Trombone Section Leaders
Horn Section Leader
Baritone Section Leader
Tuba Section Leader

Brian Tajii Asst. Sung Won
Isaac Siegel Asst. Keith Yuge
Tyler Hatzenbuhler
Stephanie Orpilla Asst. Sam Park

2011 Entertainment Unit Cabinet

Refer to “Elected Officers” section for details.

President: Brian Tajii
Vice President: David Dye
Secretary: Manda Nguyen
Treasurer: Rachel Shin
Quartermasters: Brian Kung, Bryan Yi, Tamara Sapien, Kiera Griffin
Librarians: Hari Yim, Nathan Wong, Lynn Leng
Publicist: Jackie Saldana
ICC Rep/Historian: Jiun Hong

Fall 2011 Rehearsal and Performance Schedule

Sept. 12, 19, 26 Monday Night Rehearsal 6:30 - 9 p.m.
21, 28 Wed. Percussion Rehearsal 3:15-6 p.m. Percussion Continue all season.
9 Away @ Culver City Football Game 6 – 10 p.m.
14 LA Fair Parade 5: 30 p.m. Wed. Night
16 Away Football Game @ Torrance 6 – 10 p.m.
23 Home Football Game vs. El Segundo 6 – 10 p.m.
30 Away Football Game @ South 6 p.m. OR LA Fair Parade Champs 5:30
Oct. 3, 10, 17, 24, 31 Monday Night Rehearsal 6:30 – 9 p.m.
1 South Bay Invitational Field Tournament time TBA.
6 Home Football Game vs. North 6 – 10 p.m. Thursday Night
8 Kennedy Field Tournament time TBA
14 Away Football Game @ Mira Costa 6 – 10 p.m.
15 Rowland Field Tournament TBA.
21 Homecoming Football Game vs. Redondo Beach 6 – 10 p.m.
28 Home Football Game vs. Palos Verdes 3-6 p.m. WHEU Group Pictures.
29 Loara Band Review and Field Tournament time TBA
Nov. 7, 14, 28 Monday Night Rehearsal 6:30 – 9 p.m.
4 Away Football Game vs Penninsula 1 - 6 p.m.
5 Chino Band Review and Field Tournament TBA.
9 Mayfair Field Tournament TBA. Wed. Night
10 Home Football Game vs. Leuzinger 6 -10 p.m. Thursday Night
19 Arcadia Band Review and Savanna Field Tournament TBA.
Dec. 3 SCSBOA Championships @ Murrieta Valley H. S. TBA

**WEST HIGH ENTERTAINMENT UNIT
CONTRACT
2011-2012**

I have read and understand this West High Entertainment Unit Handbook and accept the duties and responsibilities of participating in the West High Entertainment Unit.

Print Student Name

Student Signature

Date

As a parent, I have read and understand this WHEU Handbook and accept the duties and responsibilities of supporting my Child with the participation in the West High Entertainment Unit.

Print Parent Name

Parent Signature

Date