



# Band, Orchestra & Color Guard Class Syllabus

Course: 2021 – 2022 Band, Orchestra & Color Guard Courses: Marching Band (Regiment), Concert Band, Wind Ensemble, Percussion Class, Color Guard Class, Orchestra, Symphonic Band & Jazz Band

Instructor: Solomon Encina M.M.Ed.

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Website: [www.lososmusic.org](http://www.lososmusic.org)  
Twitter: @LosOsosBands  
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## Communication

**The most efficient way to contact Mr. Encina is through the email account listed above.** Email is preferred as phone messages cannot always be returned on a daily basis and his physical availability is highly variable due to the demands of the program and all of the support activities to which he is subject. **PARENT/GUARDIANS** – Please know that if you have a concern we are happy to address this issue with you directly. You are encouraged to email Mr. Encina. Complaints sent via anonymous note or anonymous phone message are not given credence. If you have a question or concern, let us know.

## Course Descriptions

These courses are designed to cover the fundamentals of musical and visual performance. They are designed to improve the playing skills needed to become a proficient musician of brass, woodwind, string, and percussion instruments, or an artistic technician of the color guard activity. The students will acquire an appreciation for the complexity involved in performing musical and visual routines with a high standard of excellence. To be an effective member of this organization, students must exhibit a strong work ethic and high level of discipline, and personal responsibility.

## Course Objectives

By the conclusion of this school year, all students will have achieved a high level of performance. They will have learned to function positively in both the full ensemble and small group settings. Students will have received regular formative feedback regarding their progress throughout the year.

## Course Materials

1. Musical instrument or color guard equipment and all necessary related items such as reeds, valve oil, neck strap, rosin, sticks, etc. for all rehearsals.
2. All of the sheet music that is issued including drill, warm-ups, technical exercises, and call time sheets.
3. One or more sharpened pencils for use at every rehearsal. (No pens of any kind, please.)
4. BLACK 3-ring binder and sheet protectors to hold music and other necessary papers. A 4-foot length of string is required during the fall to keep binders on the student's person during field rehearsals.
5. Gym-style combination lock for use on the instrument lockers. Students' combinations will be recorded in the band office so that locks can be removed for random locker inspections. No keyed padlocks will be allowed.

\*NOTE – Any student who is financially unable to supply these course materials should see Mr. Encina for alternative arrangements. Students are never excluded from participation the program based upon financial situations.

## Grading Standards

This program is primarily a participation-based organization. Each hour of rehearsal, or portion thereof, is worth ten (10) points.

Participation Grading Break-Down:

- “0” Points: The student was absent from that hour of rehearsal.
- “5” Points: The student is tardy to rehearsal or is in some way unprepared for that hour of rehearsal including but not limited to lacking music or any other documents, lacking reeds, slide oil, rosin, sticks or any other material(s) necessary for rehearsal.
- “10” Points: The student is on time, prepared, and engaged in that hour of the rehearsal/performance process as expected.

**\*\*Missed rehearsals and performances cannot be made-up\*\***

**To Avoid Losing Points for an Appropriate Absence:**

- If the Absence is a **School Day Absence** (e.g. missing zero period or any classes that would show up on your school schedule like Symphonic Band, Jazz Band, etc.):
  - Call the school's number to report your absence (909-460-5860).
    - Do this **before 2<sup>nd</sup> Lunch** (This is when Attendance is submitted for a grade)
  - You **DO NOT** Need to email Mr. Encina about this type of absence
- If the Absence is an **Outside-Of-School Day Absence** (e.g. missing master class, a Tuesday night rehearsal, Saturday rehearsal, etc.):
  - Send Mr. Encina an E-mail **BEFORE** the absence. (Sending an email for a 5:00 pm rehearsal at 5:00 pm will **NOT** be accepted as an appropriate absence)

Additional Grading Criteria Factored into the Overall Grade in the Classes:

1. Contracts requiring signatures pertaining to schedules, trips, band program, school wide and district policies etc. occur regularly in the program and are graded to ensure full compliance in notice of grading and legal policies.
2. Student Contract: This is a contract signed by the parent and student stating that the student will be present at all performances and activities requiring his or her attendance as per the *Weekly* and “Call Time Sheets.” (see below)
3. Students will be given periodic playing and performance tests.
4. Music, guard equipment, or visual routine memorization tests.
5. Students will occasionally have folder or binder checks.

6. Locker checks will be assessed on a periodic basis and receive a pass/fail grade. See *Weekly* for when these occur.

7. Students may receive a grade for study hall attendance.

**\*\*PLEASE** take the time to read the information regarding the tardy/absence and equipment policies. These are the number one grade infractions incurred by the students.

### **Tardy Policy**

A student is tardy if he or she is present at the stated rehearsal time. At this time, the student should have all necessary materials assembled and ready to rehearse when the Director or instructor is ready to begin. Please refer to the LOHS Parent/Student Handbook for a complete outline of the school Tardy and Truancy Policy. Band, orchestra and color guard classes are primarily participation based. Therefore, absences and tardies will result in a lower grade. Be prepared mentally, physically, and musically for the rehearsal to begin on time. **TO ARRIVE EARLY IS TO BE ON TIME – TO ARRIVE RIGHT ON TIME IS TO BE LATE – TO BE LATE IS ABSOLUTELY UNACCEPTABLE!** If a rehearsal must be missed due to an unavoidable conflict, serious illness, or an event planned prior to the events listed on the *Weekly* as per the schedule contract, the director must be notified in advance by email.

### **Practice Expectations**

In order for the program to continually improve, each student must practice his or her instrument or piece of equipment on a regular basis. Just as math, English, and science homework is done daily, practice on the instruments and equipment is also necessary. We suggest that a minimum of 15 minutes a day of focused practice time be allotted for each student, in order that the student may continue to progress at a consistent level. Percussionists should plan their practice time in accordance with the *Weekly* in order to use time at lunch and after school on instruments they do not personally own. On days when the student's academic homework is such that it prevents the student from practicing for the music program (and this will happen occasionally – honors students more often), the student should make an effort to make-up that lost time on a day when academic homework is less stringent. The Band Hall lockers will be periodically checked to ensure that all students are practicing on weekends or select week days, with a pass-fail grade assigned. The Band Hall lockers are to be left completely vacant and with the doors locked on the weekends. Please remember that having equipment lockers is a student privilege, not a right.

### **School-Owned Band and Color Guard Equipment**

School-owned band, orchestra and color guard equipment is property of the fine arts department. It is considered a privilege to use this equipment. Students are expected to work to the best of their ability to ensure that the utmost care and handling is exercised with this equipment at all times. Students are expected to provide their own reeds, neck straps, valve oil, slide grease, rosin, sticks, and any other items necessary for the daily use of the equipment. Students are to report any equipment damage to the band director immediately, and to notify the band director prior to having any repair work done. Students understand that their parent/guardians are financially responsible for any damage that occurs to the equipment that is checked-out to them. Band and color guard equipment privileges may be revoked at any time if these regulations are not properly followed.

### **The *Weekly***

The *Weekly* is the Los Osos Band, Orchestra & Color Guard program's weekly and long-term schedule of rehearsals, events, and activities. Contained in this document are general announcements providing useful and frequently time-sensitive supplementary information pertaining to the program, its needs, and outside musical events. It also contains performance schedules in the form of "call time sheets" to provide students and their families with specific information about the schedule, logistics, dress, conduct, etc. for each performance. The

periodic contracts mentioned above are found in the *Weekly* as well. This document is posted on the program website on Sunday night prior to each week of instruction. The *Weekly* should be referred to as the primary source for any questions concerning program events. The vast majority of questions about the events and needs of the program can be answered with this document.

### ***The Schedule of Events***

All long-term dates are posted on the *Schedule of Events* located on the program website. This schedule is updated with as much specific information as possible. It is imperative that parents and students refer to this document on a frequent basis and transfer the dates onto their family calendars when planning vacations, medical appointments, and so forth. These long-term dates do change periodically after publication due to mitigating circumstances so the calendar should be reviewed often. Thorough regular review is vitally important given that unexcused absences can result in the student being dropped from the program.

### **Rehearsals**

Attendance is mandatory at all school day and after school rehearsals. Missed rehearsals will affect the student's overall grade, as rehearsal time that is missed cannot be made-up. Please try to schedule all medical or dental appointments on dates that do not conflict with scheduled band activities. Each member is important to the overall success of the Los Osos Band, Orchestra & Color Guard Program, and those who are missing from rehearsals can affect the progress of the other students. Students who are absent the rehearsal immediately prior to a performance will still be required to attend the performance but may not be permitted to perform.

### **Master Class**

Master class is a weekly group lesson that occurs during class time for orchestra students and on Tuesday afternoons from 4:30pm-5:30pm for the band students. Our master classes provide students with specialized instruction on their specific instrument or instrument family from local professional musicians. Attendance is mandatory as per the rehearsal policy. Band students who are athletes will make arrangements with their coaches to miss practice for Tuesday afternoons from 4:30-5:30pm. During the run of school plays music/drama students are to attend master class until the week of dress rehearsals at which time they may miss that single master class session.

### **Chair Challenges**

Band and orchestra students wishing to gain advancement in their ensembles can send an email to Mr. Encina at [solomon.encina@cjuhsd.net](mailto:solomon.encina@cjuhsd.net) indicating their name and the name of the person who sits directly above them in the seating order, and which band the challenge is for (Orchestra, Symphonic Band, Concert Band(s) or Wind Ensemble). Mr. Encina schedules them and puts the date of the challenge on the *Weekly*. Chair challenges consist of playing a chromatic scale and/or any major or minor scale, in the Grand Master scale pattern at a consistent tempo or of a specific piece of music that we are currently working on or another piece of music as assigned by the Director. The standard used to assess the challenge is the three T's of music: In Tone, In Tune, In Time. Our chair challenge system is NOT a scary or negative thing! These encourage student practice and are a healthy, competitive experience for our students! Please understand that we have a high-demand for scheduling chair challenges, and we often have a one-month waiting list for them to be scheduled. Once scheduled and posted to the *Weekly*, chair challenges may not be postponed by either student involved. Students who are being challenged (higher chair) and are absent on the day of their scheduled chair challenge will forfeit their chair, regardless of the reason for the absence. We schedule chair challenges in the order that they are received and we generally do only one challenge per rehearsal. Please be patient, and send only one request at a time, via email.

## **Athletics, Co-Curricular and Extra-Curricular Activities and the Band, Orchestra & Color Guard**

Student musicians are encouraged to take part in school or community athletic teams, co-curricular, and extracurricular activities. The program subscribes to the idea of the well-rounded individual and we support the inclusion of these types of activities in the make-up of student life. We ask that time spent at all athletics, extra-curricular and co-curricular activities be scheduled around all program activities to the extent that it is possible. The Director will try to accommodate all student activities but not at the expense of the student's grade or the well-being of the program. These are to be determined well in advance on a case-by-case basis with the Director. It is the student's responsibility to bring possible conflicts to the Director's attention. Students involved in Los Osos High School athletic teams will be allowed an accommodation as to conflicts between program rehearsals and sports practices without a grading penalty. These conflicts are to be determined well in advance on a case-by-case basis with the Director. It is the student's responsibility to bring possible conflicts to the Director's attention. Students who are members of the varsity football team will be excused from home game half-time performances and pep-band duties. In a conflict between a performance/game and rehearsal/practice the student will attend the performance/game at the expense of the rehearsal/practice. In the rare case of a conflict between a performance and a game the student should keep in mind that there are no second-string players in the band, orchestra or color guard. Everyone is a starter. The student and his or her family must make arrangements in advance with the Director for to account for these types of conflicts as well. Non-school athletic team practices or games, non-school extra-curricular and co-curricular activities conflicts are not acceptable as they are unrelated to the student life at Los Osos High School. It is up to the student and their families to find a way to balance the schedule that THEY have chosen for themselves.

### **Mandatory Participation**

**All events listed on the *Schedule of Events* are mandatory. One (1) unexcused absence may result in a failing grade for the class and the student being removed from the program.** Participation and performance in band, orchestra and color guard classes are considered a privilege, and is not a required component for graduation from Los Osos High School. For that reason, 100% compliance with scheduled rehearsals and performances is required.

### **Student Eligibility**

School Policy:

Eligibility is defined as the minimum grade point average (GPA) required in order to participate in or try-out for any extracurricular/co-curricular activity. Progress reports circulated at any other time by teachers, individual students, parents, coaches, advisors, or counselors do not affect eligibility. Basic eligibility requires the student to be:

1. Currently enrolled in at least 20 semester units.
2. Passing the equivalent of 20 semester units.
3. Possess a minimum GPA of 2.0 at the last school wide grading period.

\*Note - A student failing to meet the above scholastic requirements will be ineligible to participate or perform until the next grading period regardless if the student has paid money for participation. That money may not be refunded, and the student may not attend the activity during school hours even if he or she does not participate. THESE GUIDELINES ARE STANDARD, AS PER THE SCHOOL HANDBOOK.

## Program Policy:

1. The policy of the band, orchestra & color guard program is that any student receiving an “F” in any class may be restricted from performances until that student is passing all of their classes.
2. Study hall for any student receiving an “F” in any class may be required in the Band Hall on Tuesday afternoons.

### **Regiment Eligibility to Perform at Disneyland & Disney California Adventure**

On select school years the Regiment (marching band) is selected to give a parade performance at one of the Disney parks in Anaheim, California. On those performance days, the band spends time before and after the performance time enjoying the day in the park, compliments of Disney (tickets are provided for us). The Disney performances are prestigious, and are considered to be a privilege and not a right. Accordingly, and as an incentive for our students to uphold our program standards, students must adhere to the following criteria in order to eligible to attend the Disney performance:

- 1) No more than five (5) tardies to zero period rehearsals between the first day of school and the Disney performance day (for any reason, excused or unexcused).
- 2) No more than three (3) absences from zero period rehearsals between the first day of school and the Disney performance day (for any reason, excused or unexcused).

### **Drops and Drop-Outs**

Students who drop-out of the band, orchestra or color guard prior to the completion of any given semester will not receive credit for the class, and will not be permitted to re-audition for the program until the beginning of the next semester. As these are elective classes, the Director reserves the right to drop students from the program at any time should there be a serious infraction of the rules and regulations or a lack of strong commitment on the part of the student. Seniors who drop out of the program after marching band and do not participate in the spring semester of their senior year are not considered to have “graduated” from the program. Only those who finish it out will be recognized at the end-of-year awards night.

### **Expectations and Discipline**

All students in the Los Osos Band, Orchestra & Color Guard Program will adhere strictly to the Chaffey District and Los Osos High School policies concerning classroom behavior and consequences for infraction of rules. (Please refer to the district guidelines for information regarding the learning center, parent conferences, and after-school detention, etc.)

### **Band, Orchestra & Color Guard Program Code of Conduct Agreement**

Students must adhere to the following conduct codes to remain eligible for membership in the band program at Los Osos High School.

1. Respect for Directors and Instructors.
2. Reflect a positive image of the program.
3. Be present and on time for ALL scheduled rehearsals and performances. It is highly recommended that all doctor/dentist appointments and vacations be scheduled around all practice, rehearsal, and performance schedules.
4. Proper handling of all equipment and uniforms.
5. Maintain a 2.0 grade point average.
6. Follow all school district rules and regulations.

## **Osos Code of Conduct**

The Osos Code of Conduct determines the behavioral eligibility of the Los Osos High School student. This code is founded upon the belief that students who are involved in extra-curricular and co-curricular activities should be positive role models and are expected to adhere to the Osos Code of Conduct. Students who have been suspended under California Education Code 48900 will have violated the Osos Code of Conduct. In addition to not attending any classes, once students are suspended, they are ineligible for practices, activities, events and/or competitions during the period of suspension. Further consequences will be determined by the Osos Code of Conduct Committee. This committee will determine the status of the student in the extra-curricular/co-curricular program(s). Depending upon the severity of the infraction, the committee may place the student on probation, suspend the student from the program(s) for a period of time or remove the student's eligibility status for the semester and/or the semester following. Students who violate school rules, any Education Codes or any Penal Codes during field trips/conferences, or who break rules/laws when off campus, even on non-school days, in such a way as to reflect negatively upon the school, will be disciplined as having violated the Osos Code of Conduct. Consequences that might have been imposed by a coach or advisor prior to the conduct hearing will not remove the need for further consequences to be imposed by the Code of Conduct Committee.

### **Publicity Authorization Wavier, Release and Indemnity Agreement**

As the parent guardian, I hereby give my permission for my child to be filmed, videotaped, and/or photographed while participating in school related activities.

I fully authorize and grant the Chaffey Joint Union High School District and its authorized representatives, the exclusive right, title and interest, to print, copyright, photograph, record, and edit as desired, re-use, publish, re-publish videotapes and/or photographic portraits, pictures or any other electronic and printed formats currently developed herein referred to as "Recordings", for the purposes of school related activities. I hereby waive all rights to inspect or approve the finished project or products or the advertising copy of printed matter that may be used in connection with or the use to which it may be applied. I understand and agree that use of such recording will be without any compensation to the pupil or the pupil's parent or guardian.

As a condition of my child's participation, I agree to waive all claims against Chaffey Joint Union High School District and to indemnify and hold District, its Board, officers, agents, and employees, harmless from any and all liability or claims, demands, losses, cause of action, including attorneys' fees, suits, or judgments, of any kind whatsoever that I, my heirs, executors, administrators, or assignees may have against the District or that any other person or entity may have against the District because of any personal injury, bodily injury, or property damage or loss that may arise out of or in any way connected with the use of these recordings or the above described activity. This waiver shall not apply to any occurrences that may arise solely out of the negligence of the District, its employees, or agents.

### **Criteria for Band, Orchestra & Color Guard Program Awards at Los Osos High School**

In order to be considered eligible to receive the following awards, students must complete active enrollment in the program for the designated time and have earned a grade of "C" or better (2.0) during that time. The student must have satisfactory attendance and citizenship, follow all guidelines of the course syllabus, and abide by all standards outlined in the Los Osos parent/student handbook. For students who transfer to LOHS from other campuses, time served in other music programs is taken into account for the awarding of year patches.

2 Semesters = 1<sup>st</sup> Year "Logo" Patch (Band, Orchestra or Color Guard)

4 Semesters = Varsity Letter (Eligible to purchase a letterman's jacket)

6 Semesters = 3<sup>rd</sup> Year Patch

Graduating Seniors = Graduation Gift. NOTE – graduating seniors are those who participate in the Program during both semesters of their senior year.

Student Staff = 1 Gold Star pin for every year (2 semesters) of service

### **Annual Awards**

Louis Armstrong Jazz Award  
Leonard Bernstein Musicianship Award  
Patrick S. Gilmore Band Award  
Woody Herman Jazz Award  
Quincy Jones Musicianship Award  
National School Orchestra Award  
John Phillip Sousa Band Award  
Los Osos “Director’s Choice” Award

### **THE ROBIN LEWIS-DIMARIO MEMORIAL SCHOLARSHIP**

#### **Scholarship Guidelines:**

This scholarship is an award given to a senior in the Los Osos Band, Orchestra & Color Guard who is college bound, demonstrates a strong work ethic and leadership skills, has a GPA of 2.5 or higher, and is community-minded. The scholarship will be an annual gift awarded by the Director at his discretion. The funds will be generated via the program fundraisers, taking a percentage from each fundraiser throughout the year and placing it in the memorial scholarship culminating in an amount reached for that particular year. In other words, the annual amount will change each year, depending on how much money has been raised via fundraising. The percentage taken from each fundraiser will be decided upon by the Booster Club Executive Board members and the Director. In no way shall this scholarship put the program into debt. If not financially feasible for any given year, the scholarship will not be awarded. Starter funds for the first year were donated by the DiMario family in Robin’s name. Additional donors have provided funding as well. The first scholarships were awarded in 2015 and will be awarded annually thereafter.

#### **Mission Statement:**

The purpose of this scholarship is to assist a deserving senior with the expenses of college, such as text books, tuition, school supplies, etc... It will be an annual award at the Awards Night in remembrance of Robin Lewis-DiMario who was a Booster Club Executive Board Member, Chaperone Coordinator, and parent of Angelo DiMario who was a member of the program from 2008-2012. Robin was a woman of integrity, strong moral character, and a strong supporter of our program. Through her passing, her family would like to help students achieve their goals in college, so that they may contribute to their community in a positive way.



**PLEASE RETURN THE FOLLOWING PAGE TO THE BOX ON OR BEFORE THE DUE DATE**

# **LOS OSOS BAND, ORCHESTRA & COLOR GUARD**

## **Spring Semester 2022 Student Contract**

- 1) We have transferred the dates from the *Schedule of Events* to our family calendar. We will be present and on-time for all scheduled rehearsals and performances. We will contact the director via email at [solomon.encina@cjuhsd.net](mailto:solomon.encina@cjuhsd.net) on or before **4:30pm** on **FRIDAY, JANUARY 14, 2022** with any unavoidable schedule conflicts that we have found. We understand that the Director will then make his best effort to accommodate our schedule conflicts but cannot guarantee that all requests can be granted. We understand that typical (acceptable) excuses for missing events are things like weddings, funerals, and surgery that cannot be planned otherwise. We understand that students may have their band, orchestra or color guard grade lowered or be dropped from the program without financial refund for *unexcused* absences at rehearsals and/or performances.
- 2) We have read the Course Syllabus IN ITS ENTIRETY and we understand and will abide by all of the policies stated therein. We acknowledge and understand that participation in the band, orchestra and color guard program is a privilege, and not a right.

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**(FORGERY IS A CRIME...)**

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Student Name (PRINTED)

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Student Signature

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Parent/ Guardian Name (PRINTED)

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Parent/Guardian Signature

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Today's Date

Return this contract to The Box prior to 4:30pm on Friday, January 14, 2022 for a grade of 50 points. Late contracts will be accepted for only half credit. **ACCOUNTABILITY** is key!