



**2018 – 2018**

**Plymouth-Canton Educational Park**  
**Winter Percussion**

**MEMBER HANDBOOK & CONTRACT**

**Mr. Jon Thomann**  
Director of Bands

[george.thomann@pccsk12.com](mailto:george.thomann@pccsk12.com)

**Mr. Mike Wells**  
Asst. Director of Bands

[michael.wells@pccsk12.com](mailto:michael.wells@pccsk12.com)

**Mr. James Sparling**  
Percussion Director

[pcepdrumline@pccsk12.com](mailto:pcepdrumline@pccsk12.com)

## **INSTRUCTIONAL STAFF**

We take pride in our staff and ensure that we are creating a very educational, yet motivating environment.

If there is a need to contact them, email addresses are listed below.

**James Sparling | Percussion Director**

pcepdrumline@pccsk12.com

**Joe Diiacovo | Battery : joseph.diiacovo@yahoo.com**

**Katie Hanka | Battery : khanka88@gmail.com**

**Kevin Howard | Battery : howkev@gmail.com**

**Timon Sherman | Battery : tsherman@emich.edu**

**Andy Wade | Battery : wadea1355@gmail.com**

**Amanda Watson | Battery : watsona629@gmail.com**

**Prasanna Alavandi | Cymbals : pr.alavandi@gmail.com**

**Ashley Miller | Cymbals : ammiller356@gmail.com**

**Domenic Santini | Front Ensemble : santini.domenic@gmail.com**

**Thomas Wharton | Front Ensemble : tswharton2@oakland.edu**

# **EXPECTATIONS**

## **ATTENDANCE GUIDELINES:**

Being present at all scheduled rehearsals/events is expected. Each and every student carries a huge individual importance to the ensemble. In some regards, we are unable to perform without the contribution of all students. These guidelines are in place because when even 1 member of our team is missing, every student is effected. In sports terms, your student is a “starter” for our ensemble and every other member is relying on their contribution at all times.

We want to work with every family to allow as many students to participate as possible. We understand sometimes there are extenuating circumstances beyond your control and will take those into consideration when following these guidelines.

**Communication is always key in regards to attendance.**

## **Our attendance communication policy is as follows:**

**An email must be sent stating the reason for the absence or tardy with both the student and parent(s) included. Please send to: [pcepdrumline@pccsk12.com](mailto:pcepdrumline@pccsk12.com)**

**- If either students or parents are left off of the email, it will not be considered.**

**Transparency is incredibly important in regards to communication about attendance and is why we require both student and parent(s) be included.**

Should a student be missing from a rehearsal without any documentation, a follow up email will be sent to both the student and parent(s) immediately following the rehearsal.

Arriving on time to all rehearsals is also expected. We generally start with a full ensemble meeting at the beginning of every rehearsal. This will begin exactly at the posted start time. Each member will be expected to arrive with sufficient time to get their instrument(s) set up, ready to go, in the correct area and arrive to the meeting.

**\* Please schedule appointments, meetings, family gatherings etc. around our schedule.**

## **Unexcused Absences**

An unexcused absence is one that is not communicated in advance of a rehearsal

**2 = removal from a performance**

**3 or more = removal from the ensemble**

- This includes, but is not limited to:
  - Missing a rehearsal to do homework/schoolwork
  - Inability to produce a needed doctor's note for an absence
  - Missing for a family gathering/event
  - Missing for a vacation (*will be dealt with on a case by case basis*)

## **Excused absences**

An excused absence is one that is communicated in advance of a rehearsal with a legitimate reason

**3 = a short, in person meeting with student and parents to discuss how to move forward**

- This may also be done via email or phone pending the circumstances

**4 - 5 = potential removal from a performance**

**6 or more = removal from a performance or removal from the ensemble**

- This includes, but is not limited to:
  - Any health related appointment; doctor, orthodontist, dentist, etc
  - Driver's Ed
  - Illness
  - Death in the family

## **Excused tardies/leaving a rehearsal early**

An excused tardy is one that is communicated in advance of a rehearsal with a legitimate reason

**3 = a short, in person meeting with student and parents to discuss how to move forward**

- This may also be done via email or phone pending the circumstances

**4 - 5 = potential removal from a performance**

**6 or more = removal from a performance or removal from the ensemble**

- This includes, but is not limited to:
  - Any health related appointment; doctor, orthodontist, dentist, etc
  - Driver's Ed
  - Study sessions/study tables

## **ACADEMICS:**

It is extremely important that each member remains in good academic standing. Time management is an important skill to learn while in high school, however, ***missing rehearsal to complete school work will not be acceptable.*** It is expected that students complete all academic requirements outside of rehearsal. Should a student need to attend a study session or make up a test, please communicate this correctly.

\* Throughout the season, grade checks will be done by Mr. Luke Swanson, the Assistant Principal of Activities/Athletics. Students who become academically ineligible via the P-CCS Athletics/Activities Handbook may be removed from a performance or the ensemble.

## **ACCOUNTABILITY:**

Being prepared for rehearsal is expected at **ALL** times. This includes learning all music/exercises, having the correct attire, bringing all required materials, and reviewing choreography and drill.

We will again use the Star Chart system to monitor progress and those details will be communicated clearly as they become available to the students.

\* If it is necessary to miss a rehearsal, it is the sole responsibility of the member to learn what was taught prior to the next rehearsal.

## **STAR CHARTS:**

We will again be utilizing Star Charts this season. The Star Chart system gives individualized assignments on a regular basis that students must “pass-off” to student leaders known as Family Leaders. The Family Leaders are given guidelines to follow when deciding whether a student achieves a pass-off or needs to keep working. We are looking for students to play a skill at an 80% level to achieve a pass-off.

## **ATTIRE and REHEARSAL MATERIALS:**

This activity requires the ability to freely move and involves choreography and body movement. Because of this, comfortable gym/warm-up type clothing must be worn at all rehearsals. Jeans or any other restrictive pants will not be allowed. Tennis shoes are the only acceptable footwear, no sandals or boots.

The following **MUST** be at every rehearsal in order to be allowed to participate:

1. Music Binder with ALL exercises, handouts, music, etc IN plastic sheet protectors
  - *Having these items simply in a pocket will not suffice*
2. Pencil(s)
3. 1 gallon Water Jug
  - *Small individual bottled waters, will not suffice*
4. A small notebook for note taking (*Front Ensemble Only*)
5. Headphones for use with a phone to utilize metronome apps. (*Front Ensemble Only*)
6. Dot Book completely filled out, readable, and in good condition (*Battery Only*)
  - *If your Dot Book is lost or ruined, you MUST complete a new one before being allowed to participate*

\* This will be strictly enforced beginning on Monday, December 3rd \*

***\* Members will not be allowed to participate in rehearsal if any of the above items are not present or if the wrong clothing/shoes are worn.***

## **INSTRUMENT CARE:**

Each member will be responsible for maintaining and cleaning their own instrument. We are privileged to have the opportunity to use high quality instruments and must strive to treat them with respect.

All members will be required to clean, wipe-down, dry-off, or polish instruments at specified times and before each show. All Battery sticks and mallets must be cleanly taped prior to each show. All Front Ensemble mallet bags must be dirt-free and trash free at all times. Do not place trash, candy, etc. in the mallet bags: mallets and pencils only.

\* Any misuse/abuse of instruments will not be tolerated and may cause for removal from the ensemble.

## **PROFESSIONALISM:**

It is our goal to uphold and maintain a very professional image. Because of this, members may be asked to wear make-up or style their hair in a specific way. **Any drastic hair color changes must be approved by Mr. Sparling before proceeding.**

At all events, members must carry themselves in a mature fashion. All members should refrain from screaming, yelling, “fake” wrestling, running, or any other boisterous behavior. This will set us apart from other groups and keep us in a positive light.

***\* Please remember all P-CCS school rules apply at all times.***

## **ATTITUDE:**

This may easily be the most important item on this list! Having a positive, cooperative, and enthusiastic attitude is a must at all times. Please understand how your approach to rehearsal affects everyone around you. This is a very team oriented activity, so we must remember to all work together!

Having a great attitude is infectious in a very positive way. We want our culture to be uplifting, supportive, constructive, team oriented, and fun!!! Your attitude will GREATLY affect the culture of this Percussion Program!! Below is a short list of actions to avoid:

1. Talking poorly of others. **Staying away from this is vital.** If there is an issue, please speak with Mr. Sparling
2. Taking comments about your playing personal. We are only here to help you!
3. Getting frustrated. As we said above, you must be patient with your progress
4. Unwillingness to help. We are all in this as team and need to help every member out.

***\* Members may not be allowed to participate in rehearsal should they not adhere to this.***

## **SOCIAL MEDIA/STUDENT COMMUNICATION:**

It is imperative that students realize the potential negative effects of Social Media. Congruent with the P-CCS Athletics and Activities Handbook, any student that posts questionable or negative commentary will be immediately removed from the ensemble. **This is a zero tolerance policy.**

It is our goal as a staff to communicate clearly with students in regards to rehearsal plans and rehearsal video reviews. We ask that each student have access to the smartphone app GroupMe and our P-CEP Percussion Rehearsal Videos Facebook Group:

FRONT ENSEMBLE  
BATTERY

<https://www.facebook.com/groups/261924131122816/>

<https://www.facebook.com/groups/379747552764704/>

### **GroupMe**

This app will be used to communicate the rehearsal plan for each day and allow students a centralized place to ask questions, get help, and stay informed. This will not be used during school hours and usually only about 30minutes prior to a rehearsal start time.

### **P-CEP Percussion Rehearsal Videos Facebook Group:**

This group will be used as a centralized place for students to view run-thru and rehearsal segment videos. This will allow us to have them critique themselves as well as a give the staff a platform to provide feedback.

\* No staff members will become “friends” with students via these Social Media outlets. Students should not request any staff member. We pride ourselves in teacher/student separation and will use these only as a way to professionally educate the ensemble.

## **PRACTICE:**

As in any sport, we as musicians and percussionists must train. This involves a routine of practicing outside of rehearsal. Every member of this ensemble should plan to work on the concepts taught, both musical and technical, on a regular basis. This will improve the skill set of the entire ensemble at a much faster rate.

*We strongly encourage all students to be involved in private lessons.*

Private lessons offer 1 on 1 instruction that is vital to individual growth on any instrument. They also allow very specific personalized practice routines which can help students progress their skills more quickly. Lessons are offered year round and occur weekly. Contact Mr. Sparling for more details.

## **CONSEQUENCES:**

All consequences will be at the sole discretion of Mr. Thomann/Mr. Sparling and guided by the P-CEP Athletics and Activities Handbook.

## **MEMBER/PARENT AGREEMENT**

Please sign and return this portion to Mr. Sparling by Monday, December 3<sup>rd</sup>, 2018.

STUDENT NAME: \_\_\_\_\_

I/We the parent(s)/guardian of the above-named have read the Member Contract/Handbook and understand all the requirements and expectations placed on my student.

I/We understand my child's attendance is extremely important and agree to the Attendance Guidelines.

Parent(s)/Guardian Signature:

\_\_\_\_\_

Date: \_\_\_\_\_

I have read the Member Contract/Handbook and understand the requirements and expectations of me as a member of the Winter Percussion Ensemble

I agree to communicate regularly with Mr. Sparling if attendance conflicts or issues arise.

I will work hard as a team member for the 2018-2019 season. As with any team, I will be supportive when others struggle and will do my best to always be prepared for rehearsals.

Student Signature:

\_\_\_\_\_

Date: \_\_\_\_\_