

Central Bucks High School West  
**Large Ensemble Handbook**  
 2015-2016

## CBW Concert Band (concert winds)

### Commitment

#### - Time/Schedule

- Class meeting (2 sections)
  - (A day section): 7:25am-8:55am (1st block) on "A" Days
  - (B day section): 9:00am-10:30am (2nd block) on "B" Days

#### - After-school rehearsal schedule

- Monday, October 5, 2:45-4:30
- Monday, November 16, 2:45-4:30
- Tuesday, December 1, 2:45-5:00 (Winter Concert Dress Rehearsal)
- Thursday, February 11, 2:45-4:30
- Tuesday, April 15, 2:45-4:30
- Tuesday, May 3, 2:45-5:00 (Spring Concert Dress Rehearsal)
- 1-2 Sectional rehearsals per MP (scheduled by each section leader)

#### - Performance Schedule

- WINTER CONCERT: Thursday, December 3, 7:30pm (report 6:00pm)
- CBW Small Ensemble Chamber Performances: during school day, dates TBA
- \*Tohickon/East/West Concert: Wednesday, January 6, 3:30pm-8:00pm\*
- \*West Wing Concert: Thursday, January 14, 5:00pm-9:00pm\*
- SPRING CONCERT: Thursday, May 5, 7:30pm (report 6:00pm)
- CBW Graduation: Tuesday, June 16 (weather pending), time TBA

#### - Financial Commitment

- Concert Band Performance Attire
  - Ladies: Concert black attire and black dress shoes (your choice)
  - Gentleman: Black tuxedo jacket (provided), black dress pants, black tux shirt, black dress shoes (and socks).
- Spring Trip (for those choosing to travel)
- Participation Fees for any honors ensemble in which you participate (see below for details)

\* - the Tohickon/East/West joint concert and the West Wing (Lenape/West) concert are NOT mandatory for Concert Band members. If you are a member of this group and are interested in participating in either (or both) events, **please contact Mr. Delson.**

## **Student Responsibility**

### **- Attendance**

- Students are expected to be present at all class meetings (unless absent from school), rehearsals and performances. All aforementioned meetings should be considered **mandatory**.
- Please see the attached **conflict form** for additional information regarding attendance, conflicts, excused absences, and grading

### **- Music Preparation**

- All performance literature is to be regularly practiced at home
- Literature is chosen to be challenging and rewarding, but also to be attainable by all members with consistent practice.
- Consistent lack of preparation will adversely effect a student's participation grade

### **- Private Study (lessons)**

- Many students opt to take private lessons outside of school.
- Private lessons are not required, but many students find lessons very beneficial to their individual development on their instruments, especially those auditioning for exclusive ensembles, honors groups, or college programs.
- If you would like a list of local private teachers specific to your instrument, please contact Mr. Delson directly.

### **- Music and Folders**

- Students will be assigned a CB West Band folder containing original copies of all performance music.
- Music should never be removed from folders during the school year unless being performed or practiced
- Folders **MUST** be present at all rehearsals and performance.
- Any student who does not have a folder for rehearsal will lose points from their participation grade
- All music must be returned at the conclusion of performance
- Students who fail to do so are financially responsible for any music that is misplaced or damaged. Replacement parts typically cost \$5-\$20 per sheet.

### **- Punctuality**

- In order to maximize class productivity, all warm up activities and/or exercises will begin 5 minutes after the bell rings. Students unprepared to participate in class at this time will lose marking period participation points.
- Students are expected to have a ride home upon conclusion of any after-school rehearsal or performance. If you are unable to get a ride home, please make arrangements to carpool with another band member.

## Performance Policies

### - Performances at CB West

- Be an outstanding audience for other performing groups. NO TALKING DURING OTHER GROUPS' PERFORMANCES!
- Carry yourself with the utmost pride while in concert attire or uniform
- Treat all parent chaperones and volunteers as you would a staff member

### - PMEA Honors Ensembles

- Open auditions are held for students to participate in the following honors groups:
  - BCMEA County Ensembles, Tuesday, November 17 (FDR Middle, Bristol), 4:30pm
    - we will take a bus to and from this audition)
  - PMEA District 11 Ensembles, Saturday, December 12 (CB East HS), 9:00am
    - there is NO BUS provided for this audition

### - Audition criteria can be viewed online, via the links below.

- <http://www.bcmea.org/Auditions/auditions.html>
- <http://www.pmead11.net/instrumental-audition-information/>
- **If you would like a PDF copy of the music to practice until you get your own copy, you may download your audition music FOR PRACTICE ONLY via the link below**
  - Please do not share this link with non CBW Band members
  - <https://www.dropbox.com/sh/w2p81srf38plkyr/AACIMxak3KKF4fsNY7nrZhria?dl=0>
- These pieces are NOT covered in any depth during the school day. Students are responsible for preparing this music on their own/with a private instructor.

additional information on next page

- Students who are selected for these prestigious ensembles will participate in a 3-4 day festival with the best musicians from surrounding schools, culminating in a performance. Schools listed in brackets will host the festival.
  - **1/13-1/15 (Wed - Fri): District 11 Orchestra (Lower Moreland)**
  - **1/27-1/29 (Wed - Fri): District 11 Band (Spring-Ford HS)**
  - **2/18-2/20 (Thur - Sat), BCMEA Band/Orchestra (Neshaminy)**
- Students who make a District level ensemble will participate in a "re-audition" at that festival in order to advance to the Region level (Bucks-Mont-Chester-Berks). From the Region level, students will "re-audition" for the All-State festival. Dates and locations are as listed below.
  - **2/18-2/20 (Thur - Sat), Region 6 Orchestra (Council Rock North HS)**
  - **3/10-3/12 (Thur - Sat), Region 6 Band (Sun Valley HS)**
  - **3/30-4/2 (Wed - Sat), PMEA All-State Conference (Hershey, PA)**
- Students who are missing school for these events are responsible for making up any and all work missed during their absence.
- Each festival carries a fee for festival participation. The CBWBPA will help defer the cost of that fee by covering 50% of the total amount of **each festival listed above**, up to a maximum contribution of \$600. Students are responsible for covering the difference of the fee in order to participate. **CBWBPA will not contribute to fees for any festivals not listed above.**

## **Annual CB West Band Tour** (April 29-May 1, 2016)

Each year, the band travels to a destination with the goal of enriching each members school education through unique performances, cross-curricular historical experiences, and work with professional clinicians and ensembles. This Spring, we will travel to **Washington DC** (and surrounding areas) and is open to members of **ALL CBW LARGE ENSEMBLES**. Please see attached info for full trip details including cost and itinerary.

### **Fundraising**

All CBW Band members (Marching, Concert, Symphonic, and Jazz) are encouraged to fundraise to both support the program AND their own student accounts. Fundraising efforts support the following and more:

- Purchase of new equipment and the repair and maintenance of existing equipment
- Performance literature for all ensembles
- Marching and Concert uniform maintenance and replacement
- Adjunct staff and clinician compensation

### **StudentAccounts**

Many of our fundraisers offer opportunities to earn money towards your student account. Money in this account may be used to pay for our annual trip, student fees, purchase equipment, or other band-related costs.

Students/parents may check the status of your account on Charms at any time.

### **CBW Band Materials (stuff you'll need)**

- Class Meetings and after-school rehearsals
  - Instrument/equipment (sticks, reeds, oil etc.)
  - Equipment must be kept in good working condition
  - Pencil
  - Music (in your folder)
- Performances
  - All of the above
  - Full Uniform
  - See above for specifics
- The following are PROHIBITED while in class or at performances
  - Foul language
  - PDAs (public displays of affection)
  - Gum-chewing

Please jump to **page 14** full important info for students in ALL ENSEMBLES and well as information for all BAND PARENTS.

Central Bucks High School West  
**Large Ensemble Handbook**  
 2015-2016

## CBW Symphonic Band

### Commitment

#### - Time/Schedule

- Class meeting (2 sections)
  - (B day early section): 7:25am-8:55am (1st block) on "B" Days
  - (B day late section): 10:55-12:20 (3rd block) on "B" Days (C lunch)

#### - After-school rehearsal schedule

- Monday, October 5, 2:45-4:30
- Monday, November 16, 2:45-4:30
- Tuesday, December 1, 2:45-5:00 (Winter Concert Dress Rehearsal)
- Thursday, February 11, 2:45-4:30
- Tuesday, April 15, 2:45-4:30
- Tuesday, May 3, 2:45-5:00 (Spring Concert Dress Rehearsal)
- 1-2 Sectional rehearsals per MP (scheduled by each section leader)

#### - Performance Schedule

- WINTER CONCERT: Thursday, December 3, 7:30pm (report 6:00pm)
- CBW Small Ensemble Chamber Performances: during school day, dates TBA
- Tohickon/East/West Concert: Wednesday, January 6, 3:30pm-8:00pm
- West Wing Concert: Thursday, January 14, 5:00pm-9:00pm
- PMEA Concert Band Adjudication: Wednesday, February 24 (CB East), report 4:30pm
- SPRING CONCERT: Thursday, May 5, 7:30pm (report 6:00pm)
- CBW Graduation: Tuesday, June 16 (weather pending), time TBA

#### - Financial Commitment

- Concert Band Performance Attire
  - Ladies: Concert black attire and black dress shoes (your choice)
  - Gentleman: Black tuxedo jacket (provided), black dress pants, black tux shirt, black dress shoes (and socks).
- Spring Trip (for those who choose to travel)
- Participation Fees for any honors ensemble in which you participate (see below for details)

## **Student Responsibility**

### **- Attendance**

- Students are expected to be present at all class meetings (unless absent from school), rehearsals and performances. All aforementioned meetings should be considered **mandatory**.
- Please see the attached **conflict form** for additional information regarding attendance, conflicts, excused absences, and grading

### **- Music Preparation**

- All performance literature is to be regularly practiced at home
- Literature is chosen to be challenging and rewarding, but also to be attainable by all members with consistent practice.
- Consistent lack of preparation will adversely effect a student's participation grade

### **- Private Study (lessons)**

- Many students opt to take private lessons outside of school.
- Private lessons are not required, but many students find lessons very beneficial to their individual development on their instruments, especially those auditioning for exclusive ensembles, honors groups, or college programs.
- If you would like a list of local private teachers specific to your instrument, please contact Mr. Delson directly.

### **- Music and Folders**

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### **- Punctuality**

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## Performance Policies

### - Performances at CB West

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additional information on next page



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  - **3/10-3/12 (Thur - Sat), Region 6 Band (Sun Valley HS)**
  - **3/30-4/2 (Wed - Sat), PMEA All-State Conference (Hershey, PA)**
- Students who are missing school for these events are responsible for making up any and all work missed during their absence.
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  - Music (in your folder)
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  - All of the above
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## CBW Jazz Ensemble

### Commitment

#### - Time/Schedule

- Class meeting: 10:55-12:20 (3rd block) on "A" Days (C lunch)
- **After-school rehearsal schedule**
  - After-school rehearsals scheduled as needed (with 3-4 weeks advance notice)
  - each section required to meet no fewer than 2 times per marking period for sectionals
- **Performance Schedule**
  - WINTER CONCERT: Thursday, December 3, 7:30pm (report 6:00pm)
  - CBW Small Ensemble Chamber Performances: during school day, dates TBA
  - West Wing Concert: Thursday, January 14, 5:00pm-9:00pm
  - Phoenixville Jazz Fest: Friday, February 19 (times TBA)
  - Lenape Jazz Fest: Saturday, February 27 (1:00pm report) ... then ...
  - CBW Jazz Fest: Saturday, February 27 (4:00pm report)
  - CB South Jazz Fest: Saturday, March 4 (times TBA)
    - note: there is NO BUS provided for this festival, since it is in-district
  - CB District Jazz Fest (Holicong MS): Tuesday, March 29 (report 5:00pm)
  - Council Rock South Jazz Fest: Saturday, April 9 (times TBA)
  - University of Delaware Jazz Fest: Friday, April 15 (school-day trip)
  - Cavalcade Jazz Championships (Friday, April 15 OR Saturday, April 16)
  - SPRING CONCERT: Thursday, May 5, 7:30pm (report 6:00pm)
  - Jazz Ensemble @ Chris' Jazz Café: June 2015 (date and time TBD)

#### - Financial Commitment

- Jazz Ensemble Performance Attire
  - Ladies: Black dress attire of choice
  - Gentleman: Black dress shirt, black dress pants, gold tie (\$10 each...see Mr. Delson if you need a tie)
- Spring Trip (for those who choose to travel)
- Participation Fees for any honors ensemble in which you participate (see below for details)

## **Student Responsibility**

### **- Attendance**

- Students are expected to be present at all class meetings (unless absent from school), rehearsals and performances. All aforementioned meetings should be considered **mandatory**.
- Please see the attached **conflict form** for additional information regarding attendance, conflicts, excused absences, and grading

### **- Music Preparation**

- All performance literature is to be regularly practiced at home
- Literature is chosen to be challenging and rewarding, but also to be attainable by all members with consistent practice.
- Consistent lack of preparation will adversely effect a student's participation grade

### **- Private Study (lessons)**

- Many students opt to take private lessons outside of school.
- Private lessons are not required, but many students find lessons very beneficial to their individual development on their instruments, especially those auditioning for exclusive ensembles, honors groups, or college programs.
- If you would like a list of local private teachers specific to your instrument, please contact Mr. Delson directly.

### **- Music and Folders**

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- Music should never be removed from folders during the school year unless being performed or practiced
- Folders **MUST** be present at all rehearsals and performance.
- Any student who does not have a folder for rehearsal will lose points from their participation grade
- All music must be returned at the conclusion of performance
- Students who fail to do so are financially responsible for any music that is misplaced or damaged. Replacement parts typically cost \$5-\$20 per sheet.

### **- Punctuality**

- In order to maximize class productivity, all warm up activities and/or exercises will begin 5 minutes after the bell rings. Students unprepared to participate in class at this time will lose marking period participation points.
- Students are expected to have a ride home upon conclusion of any after-school rehearsal or performance. If you are unable to get a ride home, please make arrangements to carpool with another band member.

## Performance Policies

### - Performances at CB West

- Be an outstanding audience for other performing groups. NO TALKING DURING OTHER GROUPS' PERFORMANCES!
- Carry yourself with the utmost pride while in concert attire or uniform
- Treat all parent chaperones and volunteers as you would a staff member

### - Performances at off-campus Jazz Festivals

- Students may ONLY be in one of the following locations during the festival
  - Auditorium watching bands
  - Concessions area
  - Band "holding" room (subject to change)
- DO NOT ROAM THE HALLWAYS UNSUPERVISED
- Rhythm section is responsible for setting up, breaking down, and loading all equipment before and after performance
- All equipment must be returned to the bus at the conclusion of our performance

### - PMEA Honors Ensembles

- See above handbook for non-jazz honors ensemble information
- PMEA **All-State Jazz Ensemble** materials have not yet been released online. Check with Mr. Delson early in the fall to see when these materials are available for practice.
  - 3/30-4/2 (Wed - Sat), PMEA All-State Conference (Hershey, PA)
- Each festival carries a fee for festival participation. The CBWBPA will help defer the cost of that fee by covering 50% of the total amount of **each festival listed above**, up to a maximum contribution of \$600. Students are responsible for covering the difference of the fee in order to participate. **CBWBPA will not contribute to fees for any festivals not listed above.**
- Students may also wish to audition for the **University of the Arts Philadelphia HS All-Star Jazz Ensemble**, led by Randy Kapralick. Contact Mr. Kapralick for full details via email at [rkapralick@uarts.edu](mailto:rkapralick@uarts.edu).
  - CBWBPA cannot cover any portion of the cost for the Uarts All-Star Band.

## Stuff you'll need for...

(see above sections for details)

Please jump to **page 14** full important info for students in ALL ENSEMBLES and well as information for all BAND PARENTS.

# Course Grading, Policies, and Guidelines

Information below is applicable to all large ensemble courses

## Course Grading

- Performance assessment accounts for 70% of your final grade
  - Formal literature assessments
  - Sight-reading assessments
- Preparation assessments account for 20% of your final grade
  - Musicianship exhibitions
  - Classroom assessments and activities
  - Homework assignments
  - Practice records
- Daily participation and preparedness accounts for 10% of your final grade
  - all students begin at 100% and with consistent daily participation, remain at that grade.
  - points will be deducted in the following increments for failure to fully participate.
  - unexcused absence from after-school rehearsal - 10 point deduction.
  - no instrument (includes reeds, sticks, etc.) - 5 point deduction.
  - no music - 3 point deduction.
  - failure to adequately perform daily assignments - 1 to 3 point deduction.
  - other deduction at discretion of Mr. Delson.

## Important Attendance Information

Concert performances, adjudications, and rehearsals are a critical part of the learning process. It is impossible to replicate such experiential learning. Failure to attend an event without receiving prior approval is unacceptable. Sickness must be verified by a doctor's note. Family emergencies are understandable, but final approval is determined by the director and, when necessary, administration. Employment is never an excuse. Athletic conflicts are always worked out between the director, coach, and athletic director. **All conflicts that can be predicted in advance must be approved with an official CONFLICT FORM, submitted no later than one week prior to the event.**

Any unexcused absence from a performance will result in a deduction of 10% from the final marking period average. Any unexcused absence from a dress rehearsal or similar event will result in a deduction of 5% from the final marking period average.

## Band Room Rules and Guidelines

- Students are to be in their seats, with instruments, 5 minutes after the bell rings. Attendance is taken at this time. Students not in their seats at this time will be marked late.
- There is to be no gum, food, or drink (except water) in the band room.
- Cell phones are not to be used during class unless teacher permission is granted.
- The band room is to be kept free of clothing, shoes, and other detritus after you have left.
- Cases (unless given special permission), must be stored in lockers and not on floor.
- Band room must be kept clean at all times.
- Only percussionists may use percussion equipment (including drum set).

## Locker Policies

- All students will be issued a locker at the beginning of the school year.
- Please see attached for full locker policies and procedures

## Charms and Dropbox/OneDrive

- Visit [www.charmsoffice.com](http://www.charmsoffice.com) for information about student accounts, fundraisers, volunteer opportunities, our full calendar, and more. Log-in info is provided separately.
- Both Dropbox and OneDrive are used to share important files, lessons, recordings, and other valuable information with our students. Both give direct access to folders for our classes. Links for these folders will be provided via email.

## Important Band Parent Information

### Volunteer Opportunities

- All of our ensembles regularly are seeking interested parents to help fill volunteer duties throughout the year. Some of these opportunities include:
  - bus chaperones, trip chaperones, marching band equipment helpers, jazz and marching festival helpers, Friday night concession stand assistance, and more!
  - If you are interested in volunteering, you can look for events on our Charms calendar with the "helping hand" icon next to the date to sign up OR contact our BPA president Lorri Resuta ([lorriresuta@verizon.net](mailto:lorriresuta@verizon.net)) for more details!
- **All volunteers MUST complete the new CBSD volunteer clearances requirements prior to volunteering. Please visit <http://cbsd.org/Page/355> for full details.**

### Monthly Band Parents' Meetings

- Each month, our Central Bucks West Band Parents Association Board and Mr. Delson host a parents meeting. During this meeting, we discuss current band events, fundraisers, honors, budget, trips, volunteering needs, and more!
- We encourage ALL BAND PARENTS to attend as many meetings as they are able. **Meetings typically occur on the first Tuesday of each month** and last **no more than 60 minutes**.
  - Meetings from Sept. 1 - Nov. 10 will begin at **8:00pm** (to coincide with the end of marching band rehearsal)
  - Meetings from Dec. 1 - June 20 will begin at **7:00pm** (unless otherwise noted)
  - Please visit [charmsoffice.com](http://charmsoffice.com) for a full list of meeting dates.

## 2015-2016 Commitment Form

Concert Band    Symphonic Band    Jazz Ensemble

(please circle all groups in which you participate)

By signing below, I agree to assume responsibility for all obligations outlined in the handbook and syllabus. I understand that continued membership in the ensemble is contingent upon my timely completion of these obligations, including:

- Diligent practice of all performance music
- Adherence to rules pertaining to rehearsal and performance etiquette
- Observance of guidelines in relation student behavior and to personal attitude
- Responsibility to sectional and full-band rehearsal effort
- Participation in fundraising activities, where appropriate
- Function as a mature ambassador of Central Bucks High School-West when in public

I plan to be a member of one or more CB West Instrumental Ensemble during the 2015-2016 school year. I understand the schedule, policies, procedures, and understand the commitment that is necessary. I understand that the success of the ensemble is dependent on each member's contribution, and that I must meet all rehearsal and performance obligations.

\_\_\_\_\_

Student Signature

\_\_\_\_\_

Printed Name

\_\_\_\_\_

Date

My child has permission to participate in all activities of the CB Bands. I have read and understand the schedule, policies, and procedures, and understand the rehearsal and performance obligations. I will make every effort to help my child meet those obligations.

\_\_\_\_\_

Parent Signature

\_\_\_\_\_

Printed Name

\_\_\_\_\_

Date

\_\_\_\_\_

Student's Full Name/Email Address

\_\_\_\_\_

Instrument or section

\_\_\_\_\_

Telephone

\_\_\_\_\_

Student Grade for 2015-2016 year

\_\_\_\_\_

Parent Email(s)



# Central Bucks West Large Ensembles

## 2015-2016 Conflict Form

ALL CONFLICT FORMS must be received 1 full week prior to conflict

Use this form to report any and all conflicts  
Form must be given to Mr. Delson or placed in the Black Box

Name: \_\_\_\_\_

Section: \_\_\_\_\_

What are you missing (rehearsal, game, etc.)?: \_\_\_\_\_

Date of Conflict: \_\_\_\_\_

Time(s): \_\_\_\_\_

Conflict (be as specific as possible):

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- Please see **CBW Large Ensemble Handbook** for full attendance policies
- All absences will be evaluated by the staff in CBW administration (as needed)
  - **Excused absences:** religious observance, family milestone (wedding, bar mitzvah, etc.), personal illness (may require doctor's note for extended or serious illness)
  - **Unexcused absences:** homework, employment, lack of transportation, etc.
- We have very few rehearsals and performances outside of school hours. We ask that parents and students actively schedule doctor, dentist, orthodontic, and other appointments around our these meetings (dates all in handbook and online) **We can not excuse absences for doctors' appointments except for medical emergencies.**

for official use only

Date received \_\_\_\_\_

Excused

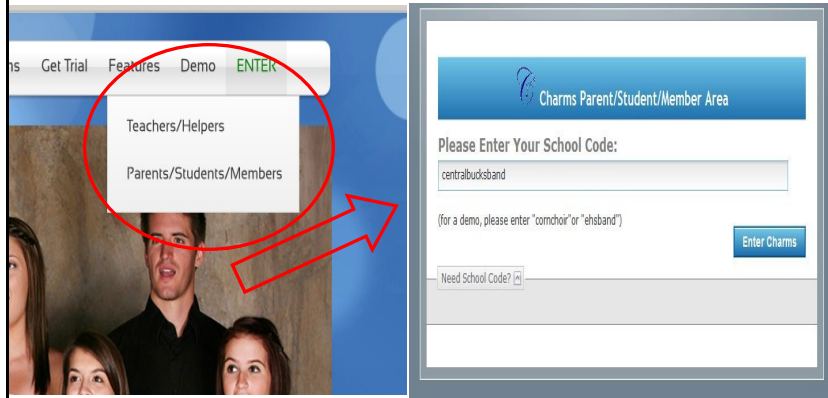
Unexcused

Director Signature \_\_\_\_\_

# Charms Office

The Official Student Info System for CB West Band Members

1. Visit [www.charmsoffice.com](http://www.charmsoffice.com)
2. Hover your mouse over ENTER/ LOGIN and click on Parents/ Students/ Members
3. In the Parent/student Login box, type **centralbucksband** (all lower case, one word)
4. Click "Enter Charms"



You should now see the [public page](#) for our band. The colored buttons will allow you to visit the calendar, view handouts, and receive other important info.

To visit your child's personal account, type their password\* into the student password box and click enter. This is the only way you can edit your personal information.

**\*All student passwords are initially set up as the student's first initial, last name, all in lower case (ex. ndelson).**

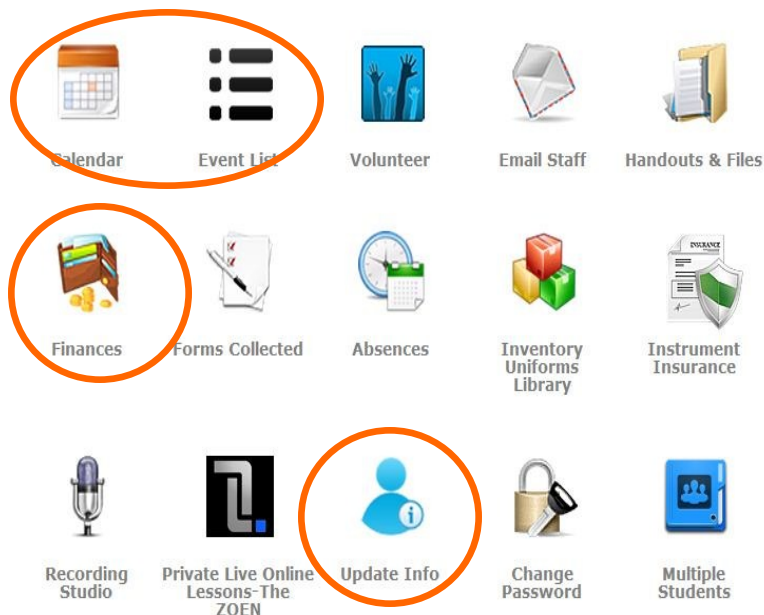
ex. **jsmith**

Click on the **UPDATE INFO** button to add personal information. Please check and/or update the following categories: **Email Addresses, T Shirt Size, and other Contact Info.**

The **CALENDAR** and **Event List** show all rehearsals, meetings, and performances to date. Please check regularly.

Student account information can be found under the **FINANCES** tab.

**Forms** (student account debit, med forms, etc.), can be found under **Handouts and Files.**



Please direct any Charms-related questions to Neil Delson ([ndelson@cbsd.org](mailto:ndelson@cbsd.org)).

## Central Bucks West Spring Band Trip to **Washington, DC, Newark, DE, and Baltimore, MD**

April 29-May 1, 2016

The Central Bucks West **Band Department (Marching, Symphonic, Concert, and Jazz Ensembles)** will be traveling to **Washington, DC and surrounding areas** this spring! Please see below for important information regarding registration, cost, and fundraising.

### Deposit

All travelers are required to put down a \$100, non-refundable deposit no later than **September 30, 2015**. This will secure your spot on the roster for the trip.

### Payment Installments

In order to facilitate easier payments and coordinate with our various fundraising activities, the balance of your trip cost (after deposit) will be divided into 4 equal payments to be collected on the following dates:

**October 30, 2015**  
**November 30, 2015**  
**January 15, 2016**  
**February 16, 2016\***

\*Any outstanding balance must be received by **February 16, 2016**. No traveler with an outstanding balance will be permitted to travel.

### Accepted methods of payment

- Check made out to CBWBPA
- Student Account Debit Form (copies available outside band room and on Charms)

## Fundraising

Students will have multiple opportunities to raise funds to significantly offset the cost of their trip fee. Here is a list of active (or soon to be active) Fundraisers that can dramatically build up your Student Account.

- **Program Ad Sale** (30% of each ad sold deposited directly into your student account)
  - Runs now through October 2, 2015
- **Mums Sale** (Students receive a generous portion of each plant sold)
  - Runs beginning of September through October
- **Tree Sale** (Students who choose to volunteer their time at the sale receive a “donation” to their student account for the number of hours they have volunteered. There may be a limit on how many hours can be worked, depending on student interest)
  - Tree Sale begins the Friday after Thanksgiving and concludes when we sell out of trees or the week prior to Christmas.

Students have historically paid for entire trips just by raising funds with these activities. We encourage you to get involved to make this trip not only memorable, but affordable as well!

## Cost Structure

Please review the following tables which outline the cost structure for both **Student Travelers** and **Chaperones**. These tables reflect a cost based on 75 travelers. If we have fewer than 75 travelers (students and chaperones), the cost per traveler may be slightly higher. We currently have over 100 students enrolled in all of our ensembles, so we are optimistic that this will not be an issue.

## Cancellation Fees

We ask that all travelers understand the travel, time, and financial commitments of this trip prior to registration. Because costs for buses and other portions of our trip are amortized equally across all participants, a cancellation forces all other travelers to absorb that additional cost.

### **Cancellations made from October 31, 2015 - February 16, 2016**

Forfeit the \$100 deposit and 20% of payments made to date

**ABSOLUTELY NO REFUNDS WILL BE ISSUED AFTER FEBRUARY 16, 2016**

## Rooming Configurations

This year, students will be determining their own rooming configurations and turning them in to Mr. Delson along with their **November 30** payment. Once all deposits have been made, I will post a list of travelers so you can make arrangements with your classmates. **Barring any unusual circumstances, Mr. Delson will not be altering any of your room assignments** and there will be no need to choose “preferred” roommates.

## Important Dates

All travelers are expected to adhere to the payment schedule and attend all trip meetings and rehearsals.

### September

30- \$100 Deposit (non-refundable) Due

*Your deposit secures your spot on the trip. Failure to turn in your deposit and paperwork prior to September 30 may jeopardize your eligibility to travel with the band this year. If you have a financial concern with turning in your deposit by September 30, please contact Mr. Delson*

### October

30- First Payment Due

### November

30- Second Payment Due

### January

15- Third Payment Due

### February

16- Fourth (and final) Payment Due

### April

5- Band trip rehearsal (5:00)

19- Mandatory Parent Meeting (7:00) w/ Principal

26- FINAL Rehearsal Before Trip

29- Trip Departure!

**Student Travler Cost Structure**

| <b>Room Size</b>                     | <b>Due Date</b>      | <b>Quad Occ</b>        | <b>Triple Occ</b>      | <b>Double Occ</b>      | <b>Single Occ</b>     |
|--------------------------------------|----------------------|------------------------|------------------------|------------------------|-----------------------|
| <b>Students/<br/>room</b>            | //////////////////// | 4/room                 | 3/room                 | 2/room                 | 1/room                |
| <b>Deposit</b>                       | Sept 30, 2015        | \$100 (non-refundable) | \$100 (non-refundable) | \$100 (non-refundable) | Contact Mr. D.        |
| <b>Payment 1</b>                     | Oct 30, 2015         | \$100                  | \$100                  | \$125                  | Contact Mr. D.        |
| <b>Payment 2</b>                     | Nov 30, 2015         | \$100                  | \$100                  | \$125                  | Contact Mr. D.        |
| <b>Payment 3</b>                     | Jan 15, 2016         | \$100                  | \$100                  | \$125                  | Contact Mr. D.        |
| <b>Payment 4</b>                     | Feb 16, 2016         | \$70 (or balance)      | \$100 (or balance)     | \$75 (or balance)      | Contact Mr. D.        |
| <b>Total Cost<br/>(PER TRAVELER)</b> | Feb 16, 2016         | <b>\$470</b>           | <b>\$500</b>           | <b>\$550</b>           | <b>Contact Mr. D.</b> |

**Chaperone\* Travler Cost Structure**

| <b>Room Size</b>                     | <b>Due Date</b>      | <b>Quad Occ</b>       | <b>Triple Occ</b>     | <b>Double Occ</b>      | <b>Single Occ</b>      |
|--------------------------------------|----------------------|-----------------------|-----------------------|------------------------|------------------------|
| <b>Chaperones/<br/>room</b>          | //////////////////// | 4/room                | 3/room                | 2/room                 | 1/room                 |
| <b>Deposit</b>                       | Sept 30, 2015        | Contact Mr. D.        | Contact Mr. D.        | \$100 (non-refundable) | \$100 (non-refundable) |
| <b>Payment 1</b>                     | Oct 30, 2015         | Contact Mr. D.        | Contact Mr. D.        | \$85                   | \$100                  |
| <b>Payment 2</b>                     | Nov 30, 2015         | Contact Mr. D.        | Contact Mr. D.        | \$85                   | \$100                  |
| <b>Payment 3</b>                     | Jan 15, 2016         | Contact Mr. D.        | Contact Mr. D.        | \$85                   | \$100                  |
| <b>Payment 4</b>                     | Feb 16, 2016         | Contact Mr. D.        | Contact Mr. D.        | \$45 (or balance)      | \$50 (or balance)      |
| <b>Total Cost<br/>(PER TRAVELER)</b> | Feb 16, 2016         | <b>Contact Mr. D.</b> | <b>Contact Mr. D.</b> | <b>\$400</b>           | <b>\$450</b>           |

Traveling with the number of students required above will require approximately 10 Chaperones, including the Band Director, Band Staff Assistant, and Student Trip Coordinator. Interested chaperones should have their deposit in no later than September 30, 2015. In the event of more chaperones than we are able to accommodate, priority will be given to parents of senior band members, followed by juniors, etc. If necessary, a lottery will be held to determine participation. **Any chaperone who does NOT travel with us will receive a full refund of their deposit if they are unable to travel due too many interested chaperones.**

**2016 Trip Registration: DUE NO LATER THAN 9/30/2015**

**Traveler Information:**

Legal First Name: \_\_\_\_\_ Middle Name/Initial: \_\_\_\_\_

Last Name: \_\_\_\_\_ (must match ID exactly)

Date of Birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Mailing Address: (street) \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: (      ) \_\_\_\_\_

Email: \_\_\_\_\_

Gender: Male \_\_\_\_\_ Female \_\_\_\_\_

**Traveler Designation**

Chaperone \_\_\_\_\_ Student \_\_\_\_\_

**Desired Room Size** (see previous page for pricing structure)

Quad \_\_\_\_\_ Triple \_\_\_\_\_ Double \_\_\_\_\_ Single \_\_\_\_\_

**Payment Info**

Check # \_\_\_\_\_ Trip Deposit for (\$100) or Student Account Debit Form (please attach)

Student account debits forms must accompany this form in order to use those funds

\* I HAVE REVIEWED ALL TRAVEL, REHEARSAL, AND MEETING DATES TO ENSURE I AM AVAILABLE TO ATTEND

\* I HAVE READ, UNDERSTAND AND AGREE TO THE TERMS AND CONDITIONS OF THIS TOUR PARTICIPANT AGREEMENT. \*

\* I HAVE READ, UNDERSTAND AND AGREE TO THE TERMS AND CONDITIONS OF THE PAYMENT SCHEDULE/CANCELLATION POLICIES\*

**Signature of Legal Guardian/Parent:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Signature of Participant:** \_\_\_\_\_ **Date:** \_\_\_\_\_



Performing Arts Consultants  
Presents

# Central Bucks High School West

Washington, D.C. Performance Tour

April 29 – May 1, 2016

Proposed Itinerary

## Friday, April 29, 2016

- 6:00am Motorcoaches arrive at Central Bucks High School West, located at 375 West Court Street, Doylestown, PA 18901.
- 6:30am Board your charter motorcoaches and depart for the University of Delaware Center for the Arts, located at 79 Amstel Road, Newark, DE 19716 - (302) 831-2578.
- 8:30am Arrive at UD!
- 9:00am Your group will receive a **Concert Band Clinic** at the **University of Delaware** from Dr. Chad Nicholson!
- 10:30am Following your clinic, depart the clinic location for Washington, D.C. Please make sure to bring a bagged lunch to eat on the bus on your way to Washington as there may not be time to stop.
- 12:30pm (approximate) Welcome to Washington, DC!
- 1:00pm (pending 2016 schedule) Your group will have the chance to observe an **Army Blues Rehearsal**. Following the rehearsal, your group will also have a **Q&A Session** with the military group.
- 4:30pm Enjoy a group dinner at **Buca di Beppo** (or similar), a delicious family-style Italian eatery, located at 1825 Connecticut Avenue Northwest, Washington, DC 20009 – (202) 232-8466.
- 6:00pm (pending 2016 schedule) Depart dinner for a performance by one of the **Military Bands**, potentially the **Navy Band, Marine Band (President's Own), or Army Field Band**.
- 8:00pm Concert begins! Enjoy!
- 10:00pm After the concert, board your motorcoaches and transfer to your hotel. Your group will be staying at the **Best Western Plus Rockville Inn and Suites** (or similar), located at 1251 West Montgomery Avenue, Rockville, MD 20850.
- 10:30pm Arrive at the hotel. Check in and spend the rest of your night enjoying the amenities of the hotel.



## Saturday, April 30, 2016

- 8:00am Enjoy a **Full American Breakfast** in your hotel.
- 10:00am Your Jazz Band will receive a **Clinic** in a ballroom at the hotel from one of the **Army Blues Musicians** (or similar – pending confirmation).
- 11:30am Board your transportation and depart for the Smithsonian Museums.
- 12:00pm Visit the **National Air and Space Museum**. At your leisure, walk across the National Mall to the **National Museum of Natural History** and/or the **National Museum of American History**. You may also choose to have free time today on the National Mall.  
Lunch on your own at the museum or on the Mall.
- TBD **Band performance** on the National Mall and/or at one of the Monuments (pending accepted Permit Application). Location is TBD and at the discretion of the National Park Service).
- 5:00pm Board your motorcoaches and depart the National Mall for Hard Rock Café (or similar), located at 999 E Street NW, Washington, DC 20004.
- 5:30pm The group will have dinner at **Hard Rock Café**. Enjoy dinner at this rock n' roll eatery.
- 7:00pm Meet your **Step-on Tour Guides** in front of the restaurant. Enjoy a fantastic tour of the city's monuments in the comfort of your motorcoaches! Your group will also be treated to walking tours to several of the monuments, including the Lincoln Memorial, Vietnam Memorial, and more.
- 10:00pm Tour ends. Return to your hotel for the remainder of the night.
- 10:30pm Arrive at your hotel.

## Sunday, May 1, 2016

- 8:00am Enjoy a **Full American Breakfast** in your hotel. After breakfast, check out of your hotel and load your belongings onto your motorcoaches.
- 9:30am Depart your hotel for Baltimore.
- 10:30am Arrive at the **Baltimore National Aquarium**, located at 501 E Pratt Street, Baltimore, MD, 21202. Enjoy a visit to this amazing aquarium! Following your visit, have lunch on your own in the Inner Harbor.
- 3:00pm Board your motorcoaches and depart for home.  
Rest stops and meals en-route as needed.
- 6:00pm (approximate) Welcome Home!!!

*Happy Memories*  
*...And thank you for once again traveling with*  
*Performing Arts Consultants!!!*