



*2023-2024*

# Participant Handbook

Let everything that has breath praise the Lord!

Psalm 150:6

# Welcome!

We are so glad you have chosen to participate in the Capital Christian Homeschool Bands 2023-2024 Program! We continue to strive to maintain a Christ-centered environment for your homeschooled student with regular sectional instruction, full band rehearsals, and various performance opportunities. Welcoming students from all over the greater Raleigh area, we are excited to see what this year holds for our band. Our students will again have the opportunity to participate in the NCCSA, All-District and All-State Band Clinics. Three hardworking and deserving students will be presented the prestigious John Phillip Sousa, Louis Armstrong and National Choir awards.

## Our Vision Statement:

The vision of Capital Christian Homeschool Bands is to provide exemplary music education to homeschool families in a Christ-centered environment to the glory of God and for the enrichment of our community, our state, our country, and the world.

## Our Mission Statement:

The mission of Capital Christian Homeschool Bands is to provide music enrichment to the homeschool community through quality classroom instruction and performance opportunities.

## Our Teaching Philosophy:

The goal of our weekly instruction is to develop comprehensive musicianship in a spiritually-nurturing environment. This includes proper technique and care of the instrument, reading music, producing characteristic tone, articulation, note and scale mastery, as well as understanding and using music terminology and symbols. Carefully selected band literature is the basic material through which musicianship is developed.

## Our Guiding Principles:

As a Christian organization, we want to be very clear about the beliefs our organization is founded on. We ask each participating family to review the statements below and sign the registration form to indicate your understanding of and willingness to honor these principles concerning the Capital Christian Homeschool Bands program, its Board Members, Officers and its instructors operating under these principles:

- *We believe there is one God eternally existing in three persons: the Father, the Son, and the Holy Spirit.*
- *We believe the Bible is God's written revelation to man and that it is verbally inspired, authoritative, and without error.*
- *We believe in the deity of Jesus Christ, His virgin birth, His redemption of man, His bodily resurrection, His ascension into heaven, His present ministry of intercession for us, and His return to earth in power and glory.*
- *We believe in the personality and deity of the Holy Spirit, that He performs the miracle of rebirth in the unbeliever, and that He indwells believers and enables them to live a godly life.*

- *We believe in a literal interpretation of the book of Genesis, that the creation of the world came by the word of God, that man and woman were created in His image and by His design, purpose and will as distinctly different from each other though complementary, equal in worth and value for the purposes of procreation, & the enjoyment and glorification of God.*
- *We believe that any form of adultery, pornography, homosexuality and transsexuality stands in opposition to God's design, purpose and will and are sinful in the sight of God. Anyone found participating in such lifestyles will be asked by the board to leave the band immediately.*
- *We believe man was created in the image of God, but because of sin was alienated from God. That alienation can be removed only by accepting, by grace through faith alone, God's gift of salvation, which was made possible by Christ's death.*

## Communications

It is our desire to provide clear and timely communication. Therefore, throughout the year, important news for band students and their families will be shared via email, the CCHBANDS.COM website, and the Capital Christian Homeschool Bands Facebook page.

Have a question or concern? Send it to: **info@cchbands.com**

Our website is another important tool for keeping informed, and also a great place to send friends to learn more about CCHB. Invite them to visit: **www.cchbands.com**

## 2023-2024 Board of Directors & Officers

Lisa Strother – CCHB President info@cchbands.com 919-606-0822	Jennifer Kreutz – Vice President gunsmarie1983@gmail.com
Sarah Holloway – Secretary sarahaconley@hotmail.com	Amy Hernandez – Treasurer treasurerccchb@gmail.com
Thomas Kreutz – Board tk.fisherthomas@gmail.com	Ben Holloway – Board benholloway1973@gmail.com

## Our Instructors Contact Information

Jeff Fields: Jazz Director malpal1@yahoo.com	Rochelle Fields: Beginning Band & Concert Band Director Rfieldsx8@gmail.com
Mr. Brent Brondyke- Wind Ensemble & Choir Director bbrondyke@friendshipraleigh.org	

## Our Rehearsal Times & Locations

Time	Ensemble	Location	Ensemble	Location
2:30-3:20	Concert Band	Fellowship Building		
3:30-4:20	Beginning Band	Fellowship Building	Choir	Sanctuary
4:30- 5:20	Wind Ensemble	Fellowship Building		
5:30-6:20	Jazz Band	Fellowship Building		

### Our Facilities:

All bands will rehearse at

**Living Hope Community Church, 39 Tony Avenue, Youngsville, NC 27596**

We are privileged guests of the churches we use for rehearsals and concerts. We are not entitled to these facilities nor do we have any rights to the property. Our ability to use these facilities IS a PRIVILEGE. It is vitally important to remember the gift we are given. Any abuse of the facilities could result in loss of this privilege; therefore, the abuse of the facilities and disrespectful conduct, speech or attitudes toward church members or personnel is grounds for immediate dismissal without refund. Any damage done to the facility or its equipment will be the financial responsibility of the parties involved. Our desire is to be pleasing to the Lord and a blessing to the people of our host churches. Therefore, our students and their families are asked to abide by the following guidelines:

- Children must be supervised at all times while on church property, and strongly admonished not handle anything within the church building that does not belong to them personally.
- There are bathrooms for our use, but supervision of small children is greatly appreciated. Younger siblings, not in band, must be accompanied when they are in the building or playing on the grounds.
- There should be no “public displays of affection” between students.
- There should be no dogs/pets on the church premises.
- We must abide by the policies of our host locations and remember that their primary function is that of a church.
- Be advised that misbehavior will be corrected. If your child ignores guidelines, you may need to remove him from the property for the day.
- Respect God's house and His provisions.
- Students should stay in designated areas specified for rehearsal
- Always use a spit rag when emptying valves
- Keep things neat and in order, always cleaning up after yourself. A good rule of thumb is to leave your space the way that you found it or better! =)

## Our Discipline Policy

*The Board of Directors, Officers and Instructors require cooperation, courtesy and respectful behavior that honors Christ from all students and parents during band related activities.* CCHB is intended to be a safe, loving and instructive environment for every student. We want each family to have a positive and enjoyable experience with band! Therefore, a Three-Step Discipline Plan will be employed if a situation arises where a student is displaying inappropriate behavior.

1. Verbal warning by instructor/officer to student regarding inappropriate behavior.
2. Parental notification if the inappropriate behavior continues.
3. Participation limits or dismissal if the behavior poses significant disruption to the rehearsal or there are repeated incidents. Limits/dismissal shall be determined by the instructor and or the officers/board members.

**\*\*Students who grossly violate accepted rules of dress, speech and or behavior, including but not limited to indecent exposure either in person or through any type of media of themselves or any other individual, foul language or blasphemy, blatant disrespect of instructors, officers, board members, parents or church members, or theft of ANY kind, will be subject to applicable laws and/or immediate dismissal from the program without refund.**

## Our Attendance Policy

All students, in all bands, are committed to a full year of attendance. If your student(s) will not be in attendance on a given day, please contact their instructor by email.

**Please consider the commitment necessary to participate fully in the band program.** Your student's attendance record is taken into consideration for solo and ensemble opportunities as well as in determining readiness for entrance into upper level bands. *Regular attendance for the entire year is expected of students participating in Solo & Ensemble Events, NCCSA and/or All-District.*

## Our Illness Policy

To avoid unnecessary exposure to illness of any kind, your student(s) may not attend band/choir if he/she has been diagnosed with a contagious illness or is exhibiting flu-like symptoms. If a student is ill, the student may return when he/she is without symptoms for at least 24 hours without medication.

## Our Inclement Weather Policy

Due to the long distances some of our families travel, we will adhere to a conservative weather policy. If Wake County and /or Franklin County Schools are closed, close early OR their afternoon activities are cancelled, then all of our band practices will be cancelled. If Wake and/or Franklin County Schools are on a delayed start, then rehearsals will proceed as normally scheduled.

# Fees

Each year, we make commitments to pay instructors' salaries, as well as expenses for rehearsal space, concert sites, sheet music and other materials necessary for the bands to operate. Our fees are calculated on the needs for the year to provide students with facilities, music and instruction. It covers approximately 60 hours of quality instrumental and /or choral instruction, full band rehearsals, solo and ensemble opportunities, access to NCCSA and All-District Clinics and two full band performance opportunities per year through community concerts.

We are glad to break the fees into nine equal payments to make it easier for your family. However, please understand **when you register you are committing to pay the full year's amount whether or not your student completes the nine month program.** If you have questions about your tuition payments, please contact Lisa Strother at [info@cchbands.com](mailto:info@cchbands.com) or Amy Hernandez at [treasurercchb@gmail.com](mailto:treasurercchb@gmail.com).

## One time Family Registration Fee

- \$35 per family

## Tuition for the first ensemble \$450

- \$50 per month

## Each additional band (for the same student or a sibling) \$360

- \$40 per month

## Jazz Ensemble \$270

- \$30 per month
- Student must also be enrolled in either Concert or Wind Ensemble unless the instrumentation is not included in these bands (i.e. piano, guitar, bass), in which case it would be considered a first band and charged at \$50 per month. Please see jazz band participation policy for details on eligibility.

## Concert Choir \$270 or \$450

- \$30 per month, if student is enrolled in another band
- \$50 per month if the student is not enrolled in another band

## Family tuition cap \$1,575

- \$175.00 per month

## Payments

- Can be made at rehearsals or mailed to: **Capital Christian Homeschool Bands c/o LHCC 39 Tony Avenue Youngsville, NC 27596**
- Tuition should be paid monthly, by the semester (Sept-Dec, Jan-May), or year in full (Sept-May)
- Due on or before the **10<sup>th</sup>** of each month to avoid a **\$10 late payment fee**
- Checks should be made payable to: Capital Christian Homeschool Bands
- Returned checks incur a \$15 returned check fee
- Do not send cash in the mail
- Credit card – swipe at band, with a 2.7% fee added
- ACH draft via emailed link, with a 1.5% fee added

## Need-Based Scholarships

We endeavor to keep band fees low for all of our families. However, on occasion, some families may experience a season of financial need due to the loss of a spouse, job, a medical emergency, or other significant financial setback. We do not desire that any student be denied musical training because of lack of finances. If you experience a need, please contact Lisa Strother or Amy Hernandez. Requests will be treated with the strictest confidentiality and sensitivity.

In addition, if God has blessed you financially and you would like to make a donation to our general scholarship funds or to a specific family or student, please contact our Band Treasurer. Tax receipts for donations can be obtained from the treasurer. Donations may be made anonymously, if desired.

## Parental Responsibilities

The band is a 9-month, two day per week commitment. Once registered, you and your child are expected to fulfill this obligation in regard to finances and participation. Parents are responsible for making sure your student obtains all needed supplies for the student's participation and attends all rehearsals, notifying the instructor in advance if possible, of any necessary absence. Students with multiple absences may lose the privilege of participating in an upcoming performance. ***The parent is responsible to encourage completion of assignments and regular practice time. Parents are responsible for their children's behavior both in and out of the building, whether a band participant or a sibling. There can be NO unsupervised child on the church premises at any time.*** If a child is found unsupervised, a parent will be notified. Parents are responsible for any music or property that your student brings to rehearsals and concerts. ***Parents are responsible for not only reviewing the information regarding the student's responsibilities, but also with assisting in enforcing the guidelines provided regarding facility rules, discipline, dress code and concert attire.*** CCHB is a cooperative effort to give our students access to high quality music education at an affordable price, therefore we must work together to make it successful. Parents are asked to volunteer in helping with set-up & breakdown for rehearsals and concerts, monitoring, communication, socials, receptions, etc.

## Student Responsibilities

- You are expected to conduct yourself with honesty, integrity, kindness and responsibility.
- You are expected to show dignity and respect to yourself, your instructors, and your fellow students. This includes the way you dress, speak and behave.
- You are expected to know your assignments and practice your instrument 20 minutes a day, or more. **Remember, the quality of your band or ensemble depends upon the effort you put into practicing at home!**
- You are expected to attend all rehearsals and performances.
- You are expected to be on time to all rehearsals and performances.
- You are expected to bring your instrument, music, music stand, pencil and spit rag to each rehearsal.
- You are expected to take good care of the sheet music and or thumb drive provided to you and to return it promptly, without any pencil marks on sheet music or damage to thumb drive, when requested.
- You are expected to respect the property of the facilities we use for rehearsals and concerts.

## **Student Helpers**

Occasionally, students from one ensemble are asked to fill in instrumentation in another ensemble for concerts. When this is the case, students should plan to rehearse with the respective ensemble for two weeks prior to the concert. Anything more than two weeks would be considered receiving regular instruction in that ensemble and tuition would be adjusted to reflect enrollment in the ensemble.

## **Adding an Ensemble Mid-Year**

When a concert band student is advanced enough to audition for wind ensemble or jazz band mid-year, an audition must be submitted to Mr. Brondyke or Mr. Fields. If the student qualifies to enroll in the ensemble, he/she must also remain in concert band. Tuition will be adjusted to reflect enrollment in both ensembles.

## **Our Governing Body**

CCHB is a volunteer run organization. Parents of current band students volunteer their time and energy to keep the program running according to the guiding principles and policies. A board of directors meets regularly to discuss the health of the program and keep accountability of appointed officers and instructors, while officers and instructors advise the board of needs and opportunities.

Day to day administration is handled by the band officers and include a President, Vice President, Secretary, and Treasurer. These individuals will help with communicating band news, financial issues and various program needs. All classroom rehearsals and concert performances, decisions on instruction, instrumentation and music selection are made by our instructors. Collectively they pool their strengths to bring together a smooth running, fun and rewarding music program.



## Our Dress Code

To maintain the proper atmosphere during band rehearsals and performances, students are expected to wear wholesome, neat, modest apparel that is appropriate in size and fit. There are to be NO t-shirts with wording or graphics that do not honor Christ. There are to be NO strapless shirts or dresses, NO spaghetti strap shirts or dresses, NO shirt or dresses that hang off the shoulder and NO low necklines that allow cleavage to show at any time. Shorts lengths should reach the halfway point between the top of the kneecap and the hip or longer. Hemlines and slits in skirts or dresses should come below the knee when sitting to avoid exposure. Leggings should only be worn with shirts/dresses/skirts that reach the top of the knee or longer. Remember that rehearsals are preparation for performance; you do not want your student to wear anything that would bring them, you, their instructor or the audience embarrassment. Students who do not follow dress code will be asked to go home and change. ***Parents, remember YOU are responsible for enforcing the guidelines provided here.***

### Concert Attire

Students are asked to dress in the following manner for all concerts and performances. **If students are not properly dressed for concerts, they will not be allowed to perform.**

#### Beginner Band:

Ladies:	Gentlemen:
A modest, white dress shirt/blouse	A white collared dress shirt with a black tie
A modest black skirt (that falls below the knee <b><u>when seated</u></b> ) or black dress pants (NO jeans)	Black dress pants (NO jeans) with belt
Black dress shoes	Black socks and dress shoes

#### Concert Band:

Ladies:	Gentlemen:
A modest, white dress shirt/blouse	A white collared dress shirt with a black tie
A modest black skirt (that falls below the knee <b><u>when seated</u></b> ) or black dress pants (NO jeans)	Black dress pants (NO jeans) with belt
Black dress shoes	Black socks and dress shoes

### Wind Ensemble, Jazz Band and Concert Choir

Ladies:	Gentlemen:
A modest black dress of your choice, <b>it must fall below the knee <u>when seated</u></b>	A black collared dress shirt with a black tie
A modest black blouse and black skirt (that falls below the knee <b><u>when seated</u></b> ) or dress pants (NO jeans)	Black dress pants (NO jeans) with belt
Black dress shoes, no heels please	Black socks and dress shoes

## Instrument Purchase, Rental or Repair

<p><b>Sykes Used Instruments &amp; Repair</b>          3705 Hawthorne Road          Rocky Mount, NC 27804-3317          252-443-6860</p>	<p><b>The Flying Squirrel</b>          2828 Capital Blvd          Raleigh, NC 27604          919-615-3117</p>
<p><b>Falls River Music</b>          10930 Raven Ridge Road 103          Raleigh, NC 27614          (919) 637-0526          **This dealer is an online source and rents <u>all</u> types of instruments!</p>	<p><b>Original Illusions Antiques</b>          4422 Durham-Chapel Hill Blvd          Durham, NC 27707          919-493-4650          **This dealer sells quality brands at reasonable prices.</p>
<p><b>Music &amp; Arts – Wake Forest</b>          12520 Capital Blvd          Suite 101          Wake Forest, NC 27587          919-556-0883</p>	<p><b>Hill’s Music Shoppe</b>          51 US-158 BYP          Henderson, NC 27537          252-492-4116</p>
<p><b>Music &amp; Arts Centers – Triangle Town</b>          5950 Poyner Village Pkwy, Suite F101          Raleigh, NC 27616-3361          919-872-1601          Or Crossroads          426 Crossroads Blvd., Cary          919-854-0024</p>	<p><b>Sam Ash Music</b>          3131 Capital Boulevard          Raleigh, NC 27604          (919) 855-9581</p>
<p><b>Keith’s Clarinets</b>          Keithsclarinets.com          919-418-3426          **Specializing in wood &amp; resonate clarinets. Also flute and saxophone. Located in Durham, NC</p>	<p><b>Sweeney Brass</b>          1520 Brookside Drive          Unit 1          Raleigh, NC 27604          sweeneybrass.com          (984) 275 – 5633          Texting is preferred and will be answered quicker</p>

**Success depends largely on the instrument!**  
 Please feel free to contact your instructor for advice on your instrument.

# General Band Policies

## Policy on Beginning Band Participation

Students should be at least nine years of age. Exceptions have been made with mixed results. This is a careful decision best made between parent, instructor and student. Students need no prior musical experience to participate. Students may choose the instrument they want to learn within these groupings: Brass: trumpet, trombone, euphonium/baritone, tuba, French horn; Woodwind: flute, clarinet, saxophone, oboe; Percussion is limited by the instructor's ability to teach. ***Students provide their own instrument, supplies, stand, and book.***

## Policy on Concert Band Participation

Any student who has successfully completed Beginning Band may participate. Students with experience on their instrument who have not participated in CCHB's Beginning Band program will need to audition for the instructor to determine placement. ***Students supply their own instrument, supplies, stand and book.*** Students may participate in Concert Band as long as they desire or until promoted by audition and acceptance into Wind Ensemble.

## Policy on Wind Ensemble Participation

Students must audition for placement in Wind Ensemble. The audition piece is determined and judged by the instructor. Students in Wind Ensemble are expected to maintain consistent practice schedules and are subject to chair auditions at the instructor's discretion.

## Policy on Jazz Band Participation

Intended for advanced students, auditions are required. The audition piece is determined by the instructor. Students must be members in good standing in Concert Band or Wind Ensemble to participate in Jazz Band. In the case where students providing the needed instrumentation for the rhythm section of Jazz Band are unavailable in Concert Band or Wind Ensemble, auditions will be considered from students who are in our CCHB Beginning Bands or homeschooled students who are not otherwise enrolled in a CCHB band. Priority of placement in the rhythm section is always given to simultaneously enrolled Concert Band or Wind Ensemble students. In the event that a student who is simultaneously enrolled in a primary band (Concert Band, Wind Ensemble, Beginning Band) chooses to drop out of his/her primary ensemble, the student will forfeit his position in Jazz Band until a student who is simultaneously enrolled in a primary band has the opportunity to fill the position.

## Policy on Choir Participation

Students must be at least 12 years of age and proficient in reading music to participate. Middle school students are required to have successfully completed Beginning Band and/or be currently enrolled in a band ensemble in order to participate in choir. High school students are encouraged to currently be enrolled in a band ensemble, but it is not required. Students must audition for the instructor for placement. The audition piece is determined by the instructor. There is a cap of 28 persons for the choir program. Preference is given to students enrolled in the band program or their siblings.

## Policy on Scholarships

CCHB does not ever want to turn any student away from the opportunity to learn for financial reasons. Families in need of financial assistance may be eligible to receive a discounted tuition up to \$10 per student per band/choir class.

## Policy on Use of Band Owned Instruments

The band owns a very limited supply of instruments. Any student requesting the use of a band owned instrument must have an instrument loan agreement filled out by a parent. The instrument must be returned at the end of the band year, cleaned and in proper working order or a fee may be assessed. There is currently no charge for the use of these instruments. Percussion equipment remains on site and does not leave the rehearsal facility except for concerts or storage.

### **Policy on NCCSA Participation**

Any student grades 7-12 may audition and participate in NCCSA. Parents must volunteer to chaperone students. Families pay an entry fee to participate. (Fee is set by NCCSA) Students are expected to honorably represent the Lord Jesus Christ and CCHB at all rehearsals and concerts or they may be dismissed without refund.

### **Policy on All-District/All-State Participation**

High School students may seek recommendation for participation in All-District Auditions from instructors. Audition fees are paid by students. Students who earn a seat in the clinic will have the clinic participation fee paid by CCHB in recognition of their achievement.

CCHB pays the fee for an instructor to be a member of NAFME each year to participate.

### **Policy on Non-Homeschooled Students and Band Participation**

It is the policy of Capital Christian Homeschool Bands to only allow students who are legally registered homeschoolers to participate. The reason for this rule is mandated by an agreement between the North Carolina Band Masters Association and Jeff Fields. Because our band is made up of students from many different schools, it would normally be considered a community band under their regulations. They allow an exception for our band if and only if we only allow registered homeschoolers to participate in our program.

### **Policy on Band Tuition and Cessation of Participation**

Families are expected to pay for the full band program, regardless of whether or not they complete it. Parents sign an agreement with this policy when they register.

### **Policy on Guiding Principles and Participation**

Families are expected to allow CCHB to operate under its guiding principles and according to its policies without argument in order to participate in the program and to honor those principles while participating in band functions.

### **Substitutes**

Occasionally, substitutes are required to fill in when an instructor must be absent. When we have substitutes filling in, we like to compensate them for their time. We normally compensate our substitutes \$50 for each day they fill in. When more than one class needs to be covered for the day, we add a \$25 supplement to increase the total substitute pay to \$75 for that day.

**Capital Christian Homeschool Bands offers one hour of credit for each of its ensembles.**



**Student/Parent Handbook Completion Form: 2023-2024**

**Both parent(s) and students must read the CCHB Handbook and the following paragraph, sign below and return this form with your registration packet to a CCHB Officer, Instructor or by mail to:  
CCHB c/o LHCC 39 Tony Ave, Youngsville, NC 27596**

Student(s)

I have read the CCHB Handbook in its entirety. I hereby declare that I will respect its codes and standards to the best of my ability and will seek to honor Jesus Christ in the areas of academics and behavior. I understand that my failure to follow the guidelines presented in the Handbook will result in disciplinary action, whereas my success in walking in a manner worthy of Jesus will result in my own personal enrichment as well as the enrichment of others.

Student's Signature \_\_\_\_\_

Student's Signature \_\_\_\_\_

Student's Signature \_\_\_\_\_

Student's Signature \_\_\_\_\_

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

Parents

**I have read the CCHB Handbook in its entirety. I hereby declare that I respect its codes and standards and will, to the best of my ability, seek to uphold its values with my children.**

I acknowledge that:

1. CCHB and its staff are not the primary providers of my child's education. I hold that responsibility myself.
2. I am completely responsible for my child's behavior while participating with all CCHB functions and will be liable for any damages incurred to church, band or band member(s) property or person.
3. My child is a legally registered, homeschool student in the state of North Carolina.

Parent's Signature \_\_\_\_\_ Date: \_\_\_\_\_