

2019 McNEESE STATE UNIVERSITY
MIDDLE SCHOOL
BAND ACADEMY HANDBOOK
JUNE 9-12

REGISTRATIONS ARE DUE BY MAY 24.

For those who registered with the “pay-by-check” option:

Checks MUST be made payable to: **McNeese Foundation-Band**

Please bring your payment to the McNeese band office or mail your check (student’s name in the memo portion) to be received by MAY 24th

McNeese State University Bands
Box 93175
Lake Charles, LA 70609

I. OPENING DAY INFORMATION

A. Opening Day Schedule:

Sunday, June 9 Schedule

3:30 Resident Check-In (please do not arrive before 3:30) Band Hall (340 E. Sale Rd.)
4:30 Commuter Check-In Band Hall
5:00 Welcome Meeting (Parents may also attend) in the band hall
5:30 Dinner (pizza in band hall)
6:15 Warm up & seating auditions & music sectionals
8:30 Academy Dismissal at the band hall

B. Resident Check-in Procedures:

Step 1: Please report to the Band Hall for check-in. As you move through the line you will receive your name tag, which will be your identification for camp. PLEASE WEAR THIS NAME TAG AT ALL TIMES.

Step 2: As soon as you have checked in at the Band Hall, please proceed to the dorms to check in to your room.

When possible, campers are asked to check-in with their roommates.

DO NOT PRESS THE EMERGENCY BUTTON IN THE DORM ROOM. McNeese police will respond to the pressing of this button and students may be sent home if the button is pushed with no emergency.

Step 3: You may move your luggage into the dormitory. It is imperative that you DO NOT HANG OR POST ANYTHING ON THE WALLS, CEILINGS, OR DOORS OF THE DORM ROOMS. Please make sure that you note the condition of your room when you move in. Please report any problems with the room to a band camp counselor immediately. NEVER LEAVE MONEY OR VALUABLES UNATTENDED!

C. First Camp Meeting

The first academy meeting will be held in the band hall room 108 at 5:00 p.m. on check-in day. At this time, introduction of academy staff and personnel will be made and academy rules will be discussed. Parents are welcome to attend this meeting if they so choose.

For this first academy meeting, you should bring *all of your equipment* - instrument, mallets, and folding music stand. At the conclusion of the meeting, pizza will be served and students will then be sent to chair auditions and/or sectional music rehearsals.

II. WHAT TO BRING TO THE ACADEMY

A. Necessary Housing Items:

Each suite in the dorm is furnished with twin beds. Linens are not provided. Accordingly, campers should bring all bedding items including twin sheets, pillows, towels, blankets and all necessary toiletry items.

****Residents:** If you will be taking any **medication** during the week, ***please bring only the amount you will need for the week***, in the prescription container. Place the prescription bottle in a zip lock bag, labeled with your name. An academy staff member will hold and distribute medication on a daily basis. ******.

B. Clothing:

Swimsuit for pool night! Rain jacket and/or umbrella

Clothing should be worn which is in good taste and which does not attract unnecessary attention. Shoes should be worn at all times. Please note that students will be walking quite a bit throughout the duration of camp. Attire for the finale performances will be academy shirt (distributed during the week) & shorts or pants.

C. Instrument and Equipment:

All students should provide their own instrument, mutes, valve oil, key oil, pencils, and several reeds for reed instruments. Make sure your instrument is in good playing condition before the academy starts. There will not be instrument repair technicians on site.

D. Percussionists

Percussionists should bring their own snare drum (or practice pad), stand, sticks, and mallets. Other percussion equipment will be furnished by the academy. No other instruments will be furnished by McNeese State University.

D. Spending Money:

For resident students, all meals and activities during the academy are included in the cost of tuition. Students may wish to bring a limited amount of cash to spend on academy souvenirs, or at the vending machines. Lunch and dinner each day are provided for commuter students.

III. DAILY SCHEDULE INFORMATION

The following is an example of a typical daily schedule. Depending upon which electives a student chooses, the schedule may vary

Monday/Tuesday

8:30 Master classes on your specific instrument
9:30 Small ensembles & Jazz Band
10:30 Elective Class 1
11:30 Break for Lunch (commuters & residents in cafeteria)
12:45 Elective Class 2
1:45 Recreation time / Special topics sessions
3:00 Sectionals
4:00 Concert band rehearsal
5:30 Dinner (commuters and residents in cafeteria)
6:45 Evening Activity (Monday- Pool Night, Tuesday- Sports Night, Wednesday- Movie/Game night
8:30 Daily awards presentation and dismissal Mon/Tues- Rec Center, Wed- Band Hall

Wednesday

8:30-2:30 Regular schedule
2:30 Jazz Band and Chamber group rehearsals
3:15 Concert Band Rehearsal
4:00 Dorm cleanup for resident students / Commuter student activity
4:30 Dinner
6:00 Finale Performances, Academy Dismissal and Dorm Checkout
The postmark date or registration date on the student's registration form will determine oversubscribed electives.

IV. ACADEMY REGULATIONS

Please note: Failure to comply with the following rules could result in the student being sent home.

1. The use of alcohol, tobacco, or drugs is strictly prohibited.
2. Students are not allowed to leave campus. Anyone caught off campus will be sent home.
3. Resident students are not permitted out of dorm rooms after lights out. Students are not permitted in dorm rooms other than their own. Students violating these regulations may be sent home early. Academy refunds are not possible.
4. Students are required to be present and on time to all classes and rehearsals. Roll WILL be checked.
5. Please keep the door to your suite locked at all times, and always keep your key card with you.
6. Please do not run, yell, or play loud music in the dorms.
7. Wear shoes and proper clothing at ALL times.
8. Please do not hang anything from the ceilings, walls, or doors.
9. Watch for posted meeting times and places.
10. Please use proper conduct while in the dining hall. After you have eaten your meal, please put up your tray.
11. If you are sick or injured, please notify your instructor or counselor or come to the band office.
12. Keep rooms clean at all times. A counselor will check rooms every day. Trash bags are provided for your use.
13. Please do not slam the doors.
14. Students are required to attend all planned activities throughout the duration of academy.
15. Use vending machines at your own risk. McNeese State University is not responsible for lost change.
16. Fire procedures will be discussed in detail at the first dorm meeting.
17. No vandalism. Keep windows and blinds closed at all times.

V. ILLNESS/ACCIDENT PROCEDURES

Every effort is made to maintain a safe academy week. At times, however, students may become ill or have an accident.

In the event of illness or accident, parents will be notified and will have two options:

1. Pick up the student (if the medical problem is resolved, the student may return to the academy).
2. Advise the academy staff to take the child to a local health clinic or hospital. The health clinic or hospital will charge their normal fee.

Please note: *In both instances, the parent or guardian is responsible for any illness expense.*

In the event of an extreme emergency, parents or guardians will be notified as the student is being taken to the emergency room.

If you do not want the academy staff to follow these procedures, please provide a written statement to the academy director indicating your desires in the event of an emergency, illness, or accident.

VI. VISITATION RULES

Parents and other family members are welcome to visit their students at the academy under the following stipulations:

- After move-in, no visitors will be allowed to go inside dorm rooms. All dorm visits must occur in the lobby. This is for the safety and security of all students.
- All visitations must conclude by 10 pm so that the camper may prepare for lights-out.

VII. CHECKING-OUT OF STUDENTS

Parents that need to check their child out of the academy for any reason are asked to come to the band office to ask for their child. For the safety of our students, *only a parent/legal guardian is permitted to check a student out of the academy.*

VIII. FINAL DAY INFORMATION

A. Final Day Schedule

Wednesday, June 12

- 8:30-2:30 Regular schedule
- 2:30 Jazz Band and Chamber group rehearsals
- 3:15 Concert Band Rehearsal
- 4:00 Dorm cleanup for resident students / Commuter student activity
- 4:30 Dinner
- 6:00 Finale Performances, Academy Dismissal and Dorm Checkout

Family, directors and friends are invited to the **Academy Finale Performances at 6:00pm on June 12.**

B. Check-out Procedures

Students may check out of the dorms following the final performances. To expedite this process, students will be required to clean their rooms and pack all belongings during the Wednesday dinner break.

STEP 1: After the final performance, all students may return to their dorm to begin check-out procedures.

STEP 2: Counselors will be stationed throughout the dorms to assist students with checkout. Once the room is completely clean and straightened, go find a counselor to inspect your room. If the room passes inspection, a checkout slip will be issued.

STEP 3: Once the student receives a checkout slip, he or she may take that slip and his or her key card to the dorm personnel.

STEP 4: After turning in the key card and having a signed checkout slip, the student is free to leave campus.

STEP 5: HAVE A SAFE TRIP HOME!

IX. COMMUTERS

A. Commuter Drop-Off:

Please drop your child off in the Band Hall parking lot. We will have counselors there to meet your child starting at 8 AM. Your child's first class begins at 8:30 AM.

B. Commuter Pick-Up:

Commuter students should be picked up at the McNeese Band Hall each evening at 8:30 P.M.

C. Commuter Meals:

Your student's tuition does cover lunch and dinner in the cafeteria.

ACADEMY CHECKLIST

Use the following to ensure that you come properly prepared:

Personal Items:

- o Instrument and Equipment
- o Spending Money
- o Swimsuit
- o Bedding and linens
- o Cell Phone (optional)
- o Appropriate clothes for classes and rehearsals
- o Umbrella or raincoat
- o Towels & other toiletries

X. DIRECTIONS

The McNeese Band Hall is located at 340 E. Sale Road in Lake Charles. Exit I-210 at Ryan Street and proceed south on Ryan Street. After passing pizza hut on the left, turn left at the next stoplight (Sale Road). You will see a Walgreens on the left and the McNeese entry plaza on the corner. After turning left onto Sale Road, turn right into the large parking lot. The band hall building is adjacent to the parking lot.