



With the cooperation of schools, churches, parents, teachers and students, the FVL Schools Band Program provides students the opportunity to develop their God given talents and musical abilities. It is through cooperation, hard work, and a desire to work toward excellence that allows our students successful experiences in music.

It is good to praise the LORD and make music to your name, O Most High! (Psalm 92:1 NIV)

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The complete FVL Schools Band website is located on the FVL Schools (fvlschools.org) Website. To access the band’s website go to the “Community Info” section and click on the “FVL Schools Band” link. You can also access the band’s website directly by going to fvlschools.org/fvl-schools-band.

This Handbook contains information for students and parents about the musical opportunities and obligations associated with the FVL Schools Band Program. It is to be used as a guide for handy reference throughout the year. It is our desire that parents and students take the time to become familiar with the information that is contained in this handbook.

If you have any questions about the handbook, please call Mr. Neujahr at FVL at 920-739-4441 Ext 5160. You may also e-mail Mr. Neujahr at: jneujahr@fvlhs.org. We are looking forward to a successful and fun year in band!

Distribution of Information

Information will be available on the band's website at fvlschools.org/fvl-schools-band. Get in the habit of checking that site often for weekly announcements and other information. Periodic email will also be used as a form of communication. Email will be sent from Mr. Neujahr's email account at FVL at jneujahr@fvlhs.org or from the FVL business office at kdavis@fvlhs.org (Krista Davis).

The band's website is divided into several sections, each with their own specific focus:

- **Calendars** – This page has a link to a PDF document which lists all of the rehearsal and performance dates for the school year. There is also a link which will take you to the FVL Schools Calendar, which lists all of the FVL Schools events for the entire year, including band dates. You can also sync this FVL Schools calendar to your personal device.
- **Registration/Documents** – This page has the registration information, a link to the online registration form, and links to PDF documents for printing.
- **Director's Updates** – This area will have important updates to the lesson and rehearsal schedule, weekly announcements, and other information about our program, students, and directors. This is the section where the most recent information will be posted, and will normally have new updates each week prior to rehearsals and performances. **CHECK THIS LINK OFTEN!**
- **FVL Schools Band Payments** – This tab has payment information, including a link to your LeagueApps account for making payments online.
- **Directors/Parents/Contact** – This page has contact and biographical information for our FVL Schools Band Directors and also email contacts for our Parent Committee members.
- **Links** – Links to various websites of interest to FVL Schools Band members and parents.

FVL Schools Band Director Contact Information

FVL School Office – 920-739-4441

Mr. James Neujahr – FVL HS Band and FVL Schools Director (jneujahr@fvlhs.org) Phone Ex. 5160
 Mr. Robert Kramer – Cadet Band Director/Lesson Instructor (rkramer6@netscape.net) Phone Ex. 5161
 Mrs. Amy Nogar – Concert Winds Director (amynkidsco@sbcglobal.net)

Meet the Directors

Mr. Robert Kramer has been teaching and directing in the FVL Schools Band Program since September 2000, directing the Wind Ensemble, Cadet Band, and also the Chicago band each spring. Mr. Kramer has taught the 6th grade at Immanuel Lutheran School in Greenville since 1986, and taught grades 3-5 at Good Shepherd Lutheran School in Omaha, Nebraska from 1980 to 1986.

Mr. Kramer holds a B.S. in Education degree from Dr. Martin Luther College, New Ulm, Minnesota, and also a Master of Music – Conducting degree from the American Band College of Southern Oregon University. He has also pursued post graduate course work at the University of Nebraska at Omaha, VanderCook College of Music in Chicago, Illinois, and Silver Lake College in Manitowoc, WI, where he received the Silver Lake College Kodaly Concept Certification in 2013, and will receive his Wisconsin State DPI certification for Instrumental Music Education and General Music Education in 2014.

He has performed with the Nebraska Choral Arts Society, the Neenah Community Band (Which he also directed from 2004 to 2007). Sang in and also directed the Valley Lutheran Chorale in Appleton, Wisconsin, and has been the director of the Kimberly Community Band since 2001.

Mr. Kramer has extensive experience directing youth and adult choirs for church, and also arranging small group and concert band ensembles for church worship. He is also currently pursuing Wisconsin State accreditation for teaching music, and enjoys continuing education in general. His hobbies include listening to all kinds of music, woodworking, science fiction, and a new found interest in triathlons.

Mrs. Amy Nogar earned her Bachelor of Music Education at Valparaiso University in 1990 and taught elementary school general music in the St. Louis area for two years. She has owned and operated a licensed family child care in Appleton since 1999. She is a member of NAEYC (National Association for the Education of Young Children), WECA (Wisconsin Early Childhood Association), and VAEYC (Valley Association for the Education of Young Children), serving several terms as VAEYC secretary. She is the sole proprietor of Zany Zebra Designs, LLC, creating and selling baby clothing online. Since 2000 she has directed the hand bell choir, been a member of AGEHR (American Guild of English Hand Bell Ringers), and served on the worship committee at Mount Olive Lutheran, Appleton. Mrs. Nogar has been a director for the FVL Schools Band Program since 2002. She has taught Cadet Band, Wind Ensemble and has conducted the Chicago Band in spring. Mrs. Nogar has also attended the Midwest Band and Orchestra Clinic numerous times since directing at FVL.

Mr. James Neujahr currently serves as the high school and FVL Schools band director at FVL. At FVL he conducts the Marching Band, Pep Band, Symphonic Band, Jazz Ensemble and various ensembles during the school year. Mr. Neujahr is a 1980 graduate of FVL. He holds a B.S. in Education degree from Dr. Martin Luther College, New Ulm, Minnesota, and also a Master of Music – Conducting degree from the American Band College of Southern Oregon University. He has also received education credits from Lawrence University, Vandercook College of Music, the University of Miami (FL), and Viterbo University. He very much enjoys attending the WMEA Convention in Madison and the Midwest Band and Orchestra Clinic in Chicago on a regular basis. He is a member of WSMA, and in 2013 was honored to be inducted into the Wisconsin Bandmaster's Association. Mr. Neujahr also serves as the Executive Director of the Lutheran Vanguard of Wisconsin – an award-winning street and field marching band consisting of students from 9 WELS area Lutheran high schools.

Mr. Neujahr has performed with various local ensembles and community bands. He is a trombone player with the Dorf Kapelle, a professional 17-piece ensemble playing the finest authentic folk music of Germany, Austria, Switzerland, and the Czech Republic. He was also a long-time member of the Fond du Lac Symphonic Band, and has played with the Wisconsin Symphonic Winds. He is a member of Mount Olive Lutheran Church. His primary instrument is trombone.

The Objectives of the FVL HS and FVL Schools Band Programs

1. **Spiritual** – To use our God-given musical abilities and talents to their fullest possible extent to the glory of our Father in Heaven.
2. **Educational** – To develop creativity, impart musical knowledge and understanding, refine performance techniques, and develop an appreciation of music through performance.
3. **Cultural** – To develop an understanding that music and the arts are a reflection of our culture, its impact on us, and what legacy we will leave for future generations.
4. **Social** – To assist in the development of the total person by providing healthy opportunities for social interaction and character development.
5. **Service** – To lend color and atmosphere to certain school and community activities within the framework of an educational experience.

The Fox Valley Lutheran high school and FVL Schools music programs are members of the Wisconsin School Music Association (WSMA). Our students also participate in the Northeast Conference music festivals, including the Solo and Ensemble event.

FVL Schools Participating in the FVL Schools Band Program

Bethlehem – Hortonville	St. John - Wrightstown
Emanuel – New London	St. Mark - Green Bay
Immanuel - Greenville	St. Paul - Appleton
Martin Luther – Neenah	St. Paul - Green Bay
Martin Luther - Oshkosh	St. Peter – Freedom
Mt. Olive - Appleton	St. Peter – Weyauwega
Riverview - Appleton	Trinity - Brillion
Shepherd of the Valley -	Trinity - Neenah
Menasha	Zion - Morrison

Home School students also may participate in our band program. These students may take lessons at one of our FVL Schools. Arrangements should be made with Mr. Neujahr.

Information for Parents

Welcome to the FVL Schools Band Program! We will work to make your child’s instrumental experience a positive one. We encourage our students to develop their God given musical talents and to use these to give glory to God. If you ever have questions concerning FVL, the music department, the FVL Schools Band Program or your child’s progress please feel free to contact your child’s instructor. You are welcome to observe rehearsals and your help on Saturdays is always appreciated.

To assist your child

1. Supervise practice sessions regularly and help your child set up a reasonable practice schedule. They should have weekly lesson material to practice as well as band music.
2. Refrain from using practice as a punishment! Practice at home should be a positive experience. It is great to have them “play for grandma”, but only if the student feels ready. Don’t be discouraged if it seems to take a while for them to become comfortable playing their instrument. In the start things may be rough around the edges – yet you will be surprised by the level of maturity and ability in a short time. Give it time and they will get better.
3. Help your child by eliminating distractions when they practice.
4. Your child’s lesson book has a section for suggested supplies and care for instruments.
5. Consult with the teacher whenever necessary with questions or concerns.

6. Make every effort to participate on Saturday! The ensemble rehearsal reinforces what is taught in lessons. Kids enjoy this experience!
7. The maturity of the student, time commitments, and homework need to be considered when setting up a practice schedule. There is not one way to learn an instrument. A little practice each day is better than trying to make up all of the missed time in one longer practice session.
8. Give it time! No child will know if music is for them if they try to play an instrument for just one semester. It really takes a couple years before a student understands what it takes to succeed and what an ensemble experience is all about.

Benefits of Participating in Band

Students have many reasons for participating in band. Their reasons vary. However, following is a short list of benefits your child will gain from the experience:

- They will develop a desire to succeed and progress on an instrument
- They will learn to read music and understand basic music theory
- They will develop their musical listening skills
- They will gain additional instrumental musical opportunities in the community and in church
- They will learn to cultivate a life-long aesthetic awareness of the Arts
- They will also learn dedication, responsibility and cooperation, and will have fun meeting new friends!

Eligibility

The FVL Schools Band Program is available to all students in grades 5 – 8 of the FVL Schools participating in our program. Home school students are also eligible, especially if they belong to an FVL Federation congregation. Grade/Age requirements are the same for home-school students. Non FVL Federation or non-WELS or home school students are also eligible. These families should contact the director if interested.

Lessons

Each student will receive a 20 minute lesson at one of our FVL Schools. Arrangements are made with the classroom teacher/principal to release the student from class for their lesson. The student will receive a minimum of **24 lessons** during the school year. (Snow days may affect the total lessons received) The lesson schedule is set up by the elementary school your child attends.

Lessons are not necessarily made up if one is missed. Reasons for missing my include illness, forgetting their music or instrument, school or classroom field trips, snow days, coming late to a lesson or forgetting to come to a lesson.

The 24 lessons each student receives takes into account that some school days will be missed during the school year. Please note that some weeks during the school year there will be no lessons because of scheduled vacation days, days off from school, or the unavailability of the lesson teacher. Scheduled changes or modifications to the lesson schedule will always be listed in “Director’s Updates” on the website at fvlschools.org/fvl-schools-band .

Saturday Rehearsal and Concert Information

Saturday rehearsals will take place at FVL (5300 N Meade Street, Appleton 54911) from 8:15 – 9:45AM. Students should arrive at FVL (East Commons Entrance) approximately 15 minutes prior to the beginning of rehearsal. The doors to the school will be open 30 minutes before rehearsal begins. Parents are always welcome to observe our rehearsals! Parents will be notified of schedule/time revisions on the FVL Schools Band website (fvlschools.org/fvl-schools-band) or occasionally via e-mail. On the website, check the “Director’s Updates” tab for modifications to the schedule or in the case of inclement weather.

The two bands will rehearse in the following locations unless otherwise noted:

Concert Winds (CW) – FVL Band Room

Cadet Band (CB) – FVL Choir Room

Generally, all beginning band students are members of the Cadet Band. Students in their second, third, and fourth-year will be in the Concert Winds. There may be exceptions to the above based on student age and readiness.

The following dates are all Saturdays unless noted.

August 6-7	Beginner Band Camp (9:00 am – 12:00 pm)
September 8	Saturday Band Rehearsal – Concert Winds only, No Cadet Band
September 15	Saturday Band Rehearsal/ Parent Meeting Fundraiser Kick-Off
September 22	Saturday Band Rehearsal
October 6	Saturday Band Rehearsal Turn in Fundraiser order forms
October 13	Saturday Band Rehearsal
October 20	Saturday Band Rehearsal
November 3	Saturday Band Rehearsal Fundraiser Product Pick-up
November 10	Saturday Band Rehearsal
November 17	Saturday Band Rehearsal
November 18	Fall Band Concert – 2:00 PM (With FVL HS Band)
January 12	Saturday Band Rehearsal
January 19	Saturday Band Rehearsal
January 26	Saturday Band Rehearsal
January 27	FVL Music Fest – 12:00 to 4:00 PM
February 9	Saturday Band Rehearsal
February 23	Saturday Band Rehearsal
March 2	WSMA Solo & Ensemble at Waupaca HS (7 th & 8 th Grade Students)
March 9	Saturday Band Rehearsal
March 30	Saturday Band Rehearsal
April 6	Saturday Band Rehearsal
April 13	Saturday Band Rehearsal Band Awards Following Rehearsal
April 14	Spring Band Concert – 2:00 PM

Saturday Band Rehearsals are
from 8:15 – 9:45 AM in the
Band Room (Concert Winds)
Choir Room (Cadet Band)

Saturday Procedures

Upon arrival students should check in at the attendance table. Students should remember to bring their instrument, as well as music. Students should also have a pencil at each rehearsal. Students should make every effort to be in their rehearsal room on time. Band members may use the Band and Choir room hallway to store their cases and coats. Keep them along the wall so the hallway is clear for traffic. There are often other activities in the gyms or Commons on Saturday mornings, so we won't use the Commons as a place for cases and coats.

Music for Saturday rehearsals will generally be handed out at rehearsal. The students will also receive a folder or a binder for their music. It is important to remember to bring ALL music to the rehearsals on Saturday. Cadet Band members should also bring their Standard of Excellence Book 1 (the Red lesson book) to Saturday rehearsals.

Attendance at our Saturday rehearsals is very important and is expected, as this is the only time we have to work together as a band and prepare for our concerts. Therefore attendance is taken each week.

Students are excused from Saturday rehearsals for the following reasons:

1. Attendance or participation at an honors festival or other sanctioned events by the FVL music department.
2. Inclement weather, even if the rehearsal is not cancelled. It is always up to the individual families/car pool groups to decide if the weather will prohibit you from attending rehearsal on Saturday.
3. Unanticipated family emergencies – please notify the director via email if something comes up.
4. Occasional athletic tournaments scheduled during the band rehearsal. Sometimes it is possible to do both if the tournament is held at FVL. Please make EVERY EFFORT to attend rehearsal.

If a rehearsal is missed for any reason, please bring a note the next week for the attendance table or notify your director via email. Notify your director if you will need to leave rehearsal early for any reason.

The Saturday band rehearsal may be canceled due to poor weather conditions. To find out if rehearsal is canceled go to the FVL Schools Band website at fvlschools.org/fvl-schools-band. A decision will always be made prior to 7:30 AM on rehearsal days. Again, you can make your own decision if you are unsure or feel it would be best to stay home because unsafe travel conditions.

Students may dress casually for rehearsals. It would be best to wear clothes that would also pass your school's dress code.

Band members are asked to help put away music stands and chairs following rehearsals and concerts. Percussion members are expected to help put all percussion equipment away after rehearsals and concerts. For this reason parents should allow 10 – 15 minutes after rehearsals and concerts before their children are ready to leave FVL.

Information for Students

Proper Etiquette During Band Rehearsals

Classroom time in rehearsals is a combination of learning new things and reviewing the old. It is a special time to combine musical knowledge, skills and artistry of many students and make music “come alive”. Since music is an art form that is heard, it is important to have a quiet and attentive room. It is expected that all students will respect everyone's right to learn in a positive and effective atmosphere. Band is comprised of many personalities, and ability levels. Students are expected to help each other in class. Strive to help one another! If there is a reason why you are unable to perform to the best of your ability in rehearsal please tell your director prior to the rehearsal. Your undivided attention should be given to the director when he or she is on the podium. Remember that all of your musical gifts and talents have come from God. We need to thank God for our musical gifts and use these for His Glory!

Regular Practice at Home is Important

Practice on a regular basis, four to six times a week. Work on your lesson books and practice your band music. Begin with scales and easy pieces you play well, and then continue with your lesson and other band material. Review old material yet concentrate on new material as well. End your practice with something you enjoy or play well.

Concert Dress

Ladies should wear dress shoes, black socks or black hose, full length black pants (not faded), and a white blouse with long sleeves. No tennis shoes, leggings, or capri style pants. Do not wear black skirts.

Gentlemen should wear black dress shoes, black socks, black belt, black pants (not faded), and a white dress shirt.

The Cadet Band members wear a sweater vest for their performances. These vests will be fitted at the start of the school year and will be assigned to each student for the year. Vests will be available before the performance and should be returned after the performance. Students should report problems with vests to the parent helpers.

Concert Winds members will receive a vest and bow tie before their performance. Vests and bow ties should be returned immediately after performances. Students should report problems with vests to the parent helpers.

High school students participating in concerts should wear black and white or your formal concert wear.

Music Issued to students

You will be given music and a music folder at the beginning of the year. It is your responsibility to take good care of these materials. Music will be returned once the concert or year is completed. Your lesson book is yours to keep. Put your name in your lesson book and on your music folder. The directors encourage you to write music signs, notes, positions, and counting on your music. You may put your name and mailbox number on each of your pieces of music. If you lose your music see the student assistant as soon as you arrive at FVL. If you are unable to find someone to help you then see your director. Music is expensive to replace, so make every effort to care for your music and keep track of it. Students that need an extra music folder to help protect their music should ask the student assistant.

FVL Schools Parent Volunteers

The parents are involved with many aspects of our program, including band pictures, fund raising, uniforms, taking attendance, ushering, and assisting with other tasks associated with the FVL Schools Band Program. There will be many opportunities to volunteer throughout the year. We Thank God for our band parents and what they contribute to our program!

The parent organization includes many volunteers including a Volunteer Coordinator, Fundraising Coordinator, Attendance helpers and Uniform helpers. Information about these positions and other opportunities to volunteer are discussed at the band parent meeting on one of our first Saturday rehearsals of the year. These positions are available every year. If you are willing and able to help, refer to the band's website and go to the section on Volunteers. There you will see a listing of our volunteer positions and coordinators.

There are many ways our middle school band program raises money:

1. Gifts
2. Matching funds from work or donations through businesses
3. Free will offerings at concerts
4. Registration fees from students
5. Fundraising efforts in the Fall

Gifts received from individuals have been used for instruments, uniforms, student assistance, and scholarships for our FVL Schools Band Program.

Supplies & Lesson Books

Various band supplies will be available for purchase at Saturday band rehearsals. Lesson books can also be picked up on Saturday, although these are considered an expense of the program so students do not need to purchase them. A high school student or a volunteer adult will be on hand to man the supply room, which is located in the band room.

These supplies are also available at Heid Music or other area music stores. This service is provided in the hope that the musical education process is not hindered in any way due to a lack of supplies or teaching material.

Suggested Items For All Musicians

1. Music stand - wire is fine
2. Metronome - this aids in rhythmic development and assists students in preparation for solo ensemble. This will also aid the student with keeping a beat and counting. Make sure to get a metronome that can be heard over your instrument. Metronomes come in all shapes, sizes and prices. They start at about \$20.00. Check at any music store or on line. **There are free metronomes available on line** – a simple Google search will give you many choices!
3. Pencils for each rehearsal
4. Have some identification on your child's instrument case. (Name, Address, FVL Schools Band, local school)

Suggested Supplies for Other Instruments

Flute - handkerchief swab

Oboe - Roscoe reeds, and other hand made reeds, silk swab, (Fox reed holder optional)

Clarinet - reed mouthpiece brush (never boil mouthpieces), handkerchief swab, cork grease in tube or Selmer tuning slide & cork grease, at least four good working reeds

Alto Sax – at least four working reeds; cork grease or Selmer tuning slide & cork grease; mouthpiece brush (never boil mouthpieces), reed saver or reed case

Tenor Sax - same as alto sax

Bari sax - same as alto sax

French Horn - mouthpiece brush, Holton rotary valve oil, Selmer key oil, Selmer tuning slide grease

Trumpet - Selmer tuning slide grease, mouthpiece brush, trumpet flex-o-brush, Al Cass valve oil or Blue Juice

Trombone – mouthpiece brush, trombone flex-o-brush, Selmer tuning slide grease, spray bottle, Superslick trombone cream or Roche-Thomas trombone cream or a “Slide-o-Mix” kit.

Euphonium / Baritone - Selmer tuning slide grease, mouthpiece brush, baritone flex-o-brush, Blue Juice oil

Bassoon - four reeds – there are many manufactures of reeds, bassoon reeds are hand made. (Fox bassoon reed holder optional)

Tuba - Selmer tuning slide grease, Blue Juice oil, mouthpiece brush

Bass Guitar – tuner for strings and heavy duty cord to amp. These need to be purchased at a music store.

Percussion – mallets for bell sets

Area Music Stores

Heid Music Green Bay – 2201 S. Oneida St. (two blocks south of the Packer Stadium) 920.498-2228 (800-261-4343)

Check out suggested instruments at the FVL Middle School link at **Heidmusic.com**

Heid Music Appleton – 308 E. College Ave. 54911 (1/2 block west of Lawrence Univ.) 920.734-1969 (800-236-4343)

Dorschner Music Service Appleton - Woodwind & Brass Instruments only (repair work) 1721 W. Wisconsin Ave. 920-832-9211

FVL Schools Band Fees and Registration

For a PDF which explains the fees and tuition for the FVL Schools Band Program, please visit the website at fvlschools.org/fvl-schools-band and click on the “FVL Schools Band Explanation of Fees” link in the Registration/Documents section.

Billing and Fee Statements

Questions concerning billing procedures and billing statements should be directed to Krista Davis (FVL Business Secretary).

FVL Business Office – 920-739-4441

Krista Davis - Ext. 5116 (Kdavis@fvlhs.org)

After registering your student(s) for the FVL Schools Band Program, you will be able to login to your account and see your balance at any time. You will also have the ability to make payments at any time. Because of this, you will not be receiving statements in the mail as we have done in the past. You can log in to your account through the band's website at fvlschools.org/fvl-schools-band and then going to the FVL Schools Band Payments tab.

Payment Due Dates:

All fees for the FVL Schools Band Program are due by February 28. Please make sure your balance is paid in full by that time.

If mailing, please send to: Fox Valley Lutheran High School, 5300 N Meade Street, Appleton, WI 54913

***SPECIAL NOTE REGARDING BAND FEES:** PLEASE NOTE - The FVL Schools Band Program will sponsor a fund-raiser in the months of September and October. A percentage of the money raised through your personal sales will be credited to your FVL Schools Band fees account. Therefore, you may wait to pay your fees in full until AFTER you know the amount to be credited. The amounts will be known by early November. More information on the fund-raiser will be distributed in September after lessons begin.*

If the status of your child's lessons has changed or your child is unable to continue in the program please inform Krista Davis so you receive the proper credit. Any discrepancies in your bill should also be directed to the FVL Business Office.

Registration

The online registration form for the FVL Schools Band Program is available on the band's website at fvlschools.org/fvl-schools-band. Click on the "FVL Schools Band 2018-2019 Registration Form" in the Registration/Documents or in the Links section.

Instrument Rental Fee

The instrument rental is for students in FVL Schools Band Program who do not have their own instrument. Students who use an FVL instrument will be billed \$115.50 per year on their music accounts. FVL uses this money for yearly repair and routine maintenance. The student/parent(s) are responsible for the cost of all repairs to the instrument due to neglect, misuse or abuse. In the event the instrument is damaged beyond repair the cost of the instrument will be billed to the parents. Students who rent an FVL instrument are expected to participate in the Saturday rehearsals.

You may also rent an instrument from a music store - check on line for prices, rent to own and other options. For things to consider when renting, please see our [Registration/Documents](#) page.

Please make every effort to obtain your own personal instrument. Once a student graduates from the FVL Schools Band Program, in most cases they will no longer have access to the rented instruments from FVL. Students entering a high school program are generally expected to have their own personal instruments.

Termination of band and lessons

Students are expected to participate on a semester basis. The first semester ends around Christmas. The second semester ends in May depending upon the last lesson date. Refunds are generally not granted unless unique circumstances warrant a refund. Lessons and Saturday participation may be terminated if tuition is not paid in a timely fashion.

Late Registrations and Enrollment

Transfer students who have prior band experience are accepted into the band program at any time of the school year – a \$20.00 registration fee is due at registration. After the initial sign up period new students are accepted into the band program based on available room. Students that register late should contact the band director and their school principal. Your child's principle needs to be aware of changes in the lesson schedule and student additions, and the band director needs to secure a time to provide your child with a lesson.