

MARCHING 97 ATTENDANCE POLICY: 2019 SEASON

I, _____, realize that my attendance at Marching 97 practices and games is an essential part of membership of this band. Therefore, I will abide by the following Attendance Policy, as outlined by the 2018 Executive Board:

Article I – Definitions

A **tardy** is defined as arriving at ZAC after regular call time (4:25 PM) on a regular practice day OR past the time set by the Drum Major for Saturday morning practice OR remaining in the loft past 4:45 PM. A band member chosen by the Staff Assistant will take note of individuals leaving the loft after this time. A tardy can be excused or unexcused. For a tardy to be excused, a band member must notify the Staff Assistant by 11:59 PM **by email** the night before the tardy will take place and receive approval. If this approval does not take place, the tardy is unexcused.

An **absence** is defined as missing **any mandatory event** altogether OR arriving more than 45 minutes after call time. Absences can be excused or unexcused. Please refer to Article III for more on excused absences.

Band members will be provided a schedule that describes which Marching 97 performances are **mandatory** and **non-mandatory**. The Executive Board may add additional mandatory performances as per the protocol in the Marching 97 Constitution.

Article II – Equivalences

- Two unexcused tardies are equivalent to one unexcused absence.
- **Missing a mandatory performance is equivalent to 2 unexcused absences**
- Missing Saturday morning practice, but not the game is equivalent to 1 unexcused absence.
- Missing Saturday morning practice and the game is equivalent to **3** unexcused absences.
- Not wearing full uniform (outlined in the Uniform Policy) is equivalent to one tardy.
- Misbehavior at official events (outlined in Article IV) is equivalent to one tardy.

Article III - Excused Absences

For an excused absence from practice, the Staff Assistant must be informed by 11:59 PM **by email** the night before the practice and the student receives approval. It is at the discretion of the Staff Assistant to determine what is an excusable absence specifically for absences from practice. Excuses **may** include but are not limited to illness, academic obligations, family emergency, etc.

Band members with a recurring attendance conflict are required to petition the Executive Board **and** are required to take Music 021 for zero credit.

For an excused absence from an **official performance**, the student must petition the Executive Board before the performance. The student is expected to notify the Board as soon as they know that they will be unable to attend **said performance**. Excused absences are determined by the Executive Board on a case-by-case basis. The latest they are able to petition for an excused absence is during the Executive meeting of the same week as the **performance**. A majority **vote** is required to approve an absence from a performance. Those with an excused absence from a performance will **still** be expected to attend all practices before the performance.

The Executive Board reserves the right to call a band member into a closed meeting to discuss a situation regarding a concerning number of excused absences due to unforeseen circumstances.

In the event of a band member having a **common hour exam**, it is up to the discretion of the Manager, Drum Major, and Staff Assistant to determine whether or not the band member is required to report to practice following the exam. The band member must notify the Staff Assistant before 11:59 PM the night before the exam.

If a band member must call out sick from a practice, they must notify the Staff Assistant as soon as they are able, following the procedures outlined above. If a band member must call out sick from an official performance, they must fill out the Lehigh University Student Absence Report Form, found here: www.lehigh.edu/go/absenceform. The Executive Board reserves the right to call a band member into a closed meeting to discuss if their absence from an official performance is excused or unexcused, even if the Absence Report Form is completed.

Article IV – Personal Conduct

All members of the Marching 97, whether they are Lehigh Students or not, are expected to act in accordance with the University Conduct System as it is written in the Lehigh University Student Handbook. This includes, but is not limited to, the sections regarding Respect for Others, Respect for Property, Respect for the Lehigh University Community, Respect for Self, and Respect for the Law.

In the stands, band members are expected to behave in a professional and respectful manner to both each other and other Lehigh fans. Since the Marching 97's main goal at football games is to support the Lehigh football team, members are encouraged to cheer for Lehigh and refrain from using cell phones or other media which distract them from the game.

Band members who are reprimanded by Executives regarding their conduct at football games and practices risk facing negative consequences outlined in Article II.

Article V – Consequences

Consequences will be based on the number of **unexcused absences and tardies** that a band member has accrued.

- **For band members taking Music 021 for credit:**
 - First Unexcused Absence: Will receive a warning.
 - Second Absence: Letter grade will drop to B.
 - Third Absence: Letter grade will drop down to a C and band member is required to meet with the Executive Board to discuss how their lack of attendance is affecting the band and steps to rectify the problem.
 - Fourth Absence: Band member is removed from the 97 and will receive an F as their Music 021 grade. Individuals removed from the 97 are forbidden from attending any Marching 97- sanctioned events for the duration of the academic year.
- **For band members NOT taking Music 021 for credit:**
 - First Unexcused Absence: Will receive a warning.
 - Second Absence: Band member is required to petition the Executive Board to remain in the band.
 - Third Absence: **Pending a vote by the Executive Board**, band member is removed from the 97 and forbidden from attending any Marching 97-sanctioned events for the duration of the academic year.
- **For both types of band members:** If the band member accrues **two or more absences, excused or unexcused**, from practice of a set of practices pertaining to a specific drill, the band member will have to attend an Executive Meeting to discuss whether or not they will march that drill on the field. However, the band member will still be required to attend the game, tailgates, and all pertinent practices.

Any individual expelled for attendance-related reasons may rejoin the Marching 97 for the next season if that student petitions the next Executive Board and is granted permission to rejoin the Marching 97.

- **Violations of the Lehigh University Code of Conduct:** Violations of the Lehigh University Code of Conduct will be handled on a case by case basis in which the individual(s) in violation will have a closed meeting with the Executives and Director. The purpose of this meeting is so that the individual(s) involved can present their viewpoints and for the discussion of a potential consequence that fits the particular scenario.

Signature

I agree to abide by the 2019 Marching 97 Attendance Policy.

Sign: _____ Date: _____