



George N. Parks Drum Major Academy[®]
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Summer 2023

Dear Academy Student,

Thank you for registering for the 2023 George N. Parks Drum Major Academy[®] at Westfield State University in Westfield, Massachusetts. It should prove to be an exciting week!

We have included in this letter all the information that you will need before arriving in Westfield, Massachusetts, on Tuesday, the 25th of July.

READ THIS LETTER CAREFULLY, and have your parents/guardians read it. Be sure to bring this letter to the Academy. You will be responsible for everything included here.

Welcome Letter

Check In

Student tuitions must be paid in full prior to student's arrival at the Academy. No tuition payments will be accepted at check-in.

Check-in for all participants will be held from 11:00 a.m. to 1:00 p.m. on Tuesday, July 25th in **University Hall on the Westfield State campus**.

The first meal in the cafeteria will be DINNER at 5pm, so BE SURE your student is supplied with lunch before their first session at 1:30pm.

Please plan on arriving to check-in early, as you will want time to get settled before the first session, which will be held that afternoon at 1:30p.m.

You will need to have a notebook and writing implements for this session.

Transportation

University Hall on the Westfield State campus:

If you are arriving by airplane:

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The final destination is the BRADLEY INTERNATIONAL AIRPORT (BDL) in Hartford, Connecticut.

You can find a list of shuttle services on [Bradley International Airport's website](#). The Drum Major Academy® has no affiliation with any of the transportation services listed on the websites above.

Parking

Specific parking area(s) have been assigned to the Academy by the University. Although we recommend having a parent/guardian drive you to and from the Academy, students driving themselves to the Academy must use these assigned parking lots.

Understand that if you drive yourself to campus, your car will be locked and off limits to you until the end of the closing session. Students can get information on where to park their cars from a staff member during check-in on the first day.

If you park in any area not specifically designated for the Drum Major Academy® you may be subject to having your vehicle ticketed or towed at your own expense.

Housing

Separate floors in **University Hall on the Westfield State campus** have been set aside for males and females. Students are supervised by DMA staff, males for males and females for females.

Dorms do not provide linens. You must bring sheets, blankets, pillows, towels, and an alarm clock. Remember: Drum Majors are never late.

Check Out

Check-out will be Friday, July 28th, beginning at 11:30am, following the Closing Session. The closing session will begin at 11:00am and last for approximately half an hour.

All students must check out and return keys and meal cards following the final session at 11:00am ***There will be a \$100.00 charge for any keys or meal/access cards not turned in at check-out on July 28th.***

Rooming Assignments

Rooming Assignments will be made in advance according to Drum Major Academy® policy. Students will be housed with students from other schools in order to enhance the experience of meeting new friends and working with new people.

This is a firm Drum Major Academy® policy.

Equal Opportunity

The George N. Parks Drum Major Academy offers equal opportunity for all races, ethnic backgrounds, genders, and gender identities.

LGBTQ

DMA works to create an inclusive environment for all LGBTQ students. We are happy to provide reasonable accommodations to ensure all students feel safe and comfortable during their time at DMA.

Please call the DMA office prior to your arrival so that we can make a great plan.

Meals

All meals will be eaten in the Dining Hall. The \$735.00 fee includes tuition, housing, and meals beginning with Day 1 dinner through Day 4 breakfast.

Telephones

The telephone number for Event Management at Westfield State University is 413-572-8276 between the hours of 8:00 a.m. and 4:30 p.m. In the event of an emergency, the number for Campus Police is 413-572-5262.

Students may bring cell phones; however, students are not to use phones during sessions or after lights out unless there is an emergency.

Medical Emergencies

Any medical emergencies that arise will be handled through the emergency room at Holyoke Medical Center in Holyoke, Massachusetts. The telephone number for the hospital is 413-534-2500.

Schedule

A full day at the Academy begins at approximately 8:00am and concludes at approximately 10:30pm. Breaks are taken for lunch and dinner. Students will be given multiple water breaks throughout each session.

A sample schedule is included later in this letter.

Physical Fitness

It is strongly recommended that you do your best to be in shape when you arrive at the Academy. A daily exercise program consisting of stretching and jogging, etc. might be helpful.

Your work at the Academy could become relatively strenuous if you are not physically prepared.

DMA T-Shirt

Students will receive a t-shirt, which is included in the tuition cost. This t-shirt is to be worn at the final session. In addition, there are several styles of souvenir DMA t-shirts available for sale online at drummajor.org/shop.

Closing Ceremony

We invite your family, friends and band directors to join us for our final session. This session will include your final class lecture, demonstration of the work you have done throughout the week, final competition for the best marching squad, presentation of certificates and the closing ceremony.

This session will be held on Friday, July 28th at 11:00 a.m. near the dorms and will last approximately half an hour. All students must check-out and return keys and meal cards following the closing ceremony.

Payment

Student tuitions must be paid in full prior to student's arrival at the Academy. No tuition payments will be accepted at check-in.

For schools submitting a Purchase Order:

A valid purchase order will be considered payment for registration purposes only. If your school submits a valid purchase order to the Drum Major Academy, the student for whom the purchase order is to be applied, will be considered paid up to the amount of the purchase order.

Any amount not covered in the purchase order must be paid by other means (check, credit card) ***prior to check-in.***

Thank you!

We are very excited about this year's Academy, and we look forward to meeting you. If you have questions, please call the Drum Major Academy® at 781-874-9728.

With Pride,

The Drum Major Academy® Staff

Things to Bring

Textbook

The most recent addition of The Dynamic Drum Major will be needed throughout the week for reference and reading assignments. The Dynamic Drum Major is now included in your tuition and will be available for pick-up at check-in on the first day of the Academy.

Comfortable Clothes

Clothes suitable for marching and working on warm days and in air-conditioned rooms. (Please see the “Rules and Regulations” page for dress code information)

Sneakers

Sneakers are *required* for all sessions. Be sure your sneakers have already been broken in BEFORE arriving at the Academy. Sandals, flip-flops, Crocs or clogs are not acceptable.

Sunburn Protection

Please be prepared to work in the sun. Hats, sun block, sunglasses, and other precautionary items are strongly recommended.

Rain Gear

A raincoat or rain poncho for unexpected summer showers.

Notebook & Writing Utensil

Writing implements and a notebook for all sessions. Make sure you bring this letter as the first section in your notebook.

Bed Linens

You must provide your own linens which should include sheets (most dormitory beds are extra-long twin) or a sleeping bag, a pillow and pillowcase, blanket(s), towels, washcloths, shower shoes and other necessary toiletries. An alarm clock is highly recommended as you will be responsible for getting yourself up and to breakfast on time.

Portable Fan (optional)

-Students may wish to bring a portable fan. Although most dormitories are air conditioned, we do not control of the temperature in the dormitories. Dormitory temperatures will vary year to year, location to location.

Whistle (optional)

Although not required, we recommend that drum majors bring a whistle if you use them at your school. We offer an optional whistle technique session during the academy that can be very beneficial for students using whistles at their school.

Baton/Mace (optional)

Although not required, we recommend that drum majors bring a drum major baton/mace if you use them at your school. We are sometimes able to offer an optional baton/mace technique session during the academy that can be very beneficial for students using that equipment at their school.

If you do not have access to a drum major baton or mace, a 42" wooden dowel or broomstick handle will suffice. Students who bring a good drum major baton/mace should also have a "practice stick" to use when practicing new, difficult twirling techniques.

Snacks

Students may bring snacks. But please be aware, most dorm rooms are not equipped with a refrigerator. Please do not bring anything that requires refrigeration.

Water Jug

Although water breaks are provided throughout each session, we always recommend students bring their own water bottles that they can fill up before each session.

Cell Phone

Students may bring cell phones; however, students are not to use phones during sessions or after lights out unless there is an emergency.

Money

Students may bring money with them to the Drum Major Academy®. We do discourage students from bringing excessive amounts of cash to the Academy. Your tuition covers all your necessities.

Occasionally, dormitory areas have vending machines and the Academy does sell souvenirs. The Drum Major Academy® and the University of Oklahoma cannot be held responsible for any lost or stolen money.

Things NOT to Bring

Please do not bring anything of value to the Drum Major Academy®. Although we very rarely have instances where a student's valuables will get lost or stolen, it does happen.

The Drum Major Academy® and the University of Oklahoma cannot be held responsible for any lost or stolen items.

Rules & Regulations

As a student who has been selected to be a Drum Major/Student Leader of your high school band, there is no need to stress the importance of good conduct. Drum Major Academy® students are expected to uphold the highest standards of behavior and attitude.

Failure to comply with any of the following regulations established by the Drum Major Academy® may result in immediate dismissal from the Academy without a refund of fees. Your parents/guardians will be responsible for immediate transportation home.

- Drum majors and ALL band student leaders are never late. Remember the old saying, "To be early is to be on time. To be on time is to be late." You should plan on being at least five minutes early to each session. This is a security issue as well as a self-discipline issue.
- The Drum Major Academy® needs to know your whereabouts throughout the entire workshop. If you feel ill at any time, you **MUST** contact an Academy staff member immediately.
- Name tags must be worn at all times.
- Visitation by persons who are not enrolled in the Academy is not permitted.
- Please keep your room locked at all times. Also, do not leave money or other valuables anywhere on campus. The Drum Major Academy® and the University of Oklahoma cannot be held responsible for loss of personal property.
- You have all been selected as intelligent leaders of your high school bands. Please use discretion in wearing appropriate clothing during the DMA workshop in order to maintain a respectful, professional atmosphere. No bathing suits, tube tops, short shorts, or low-cut armhole shirts for girls or boys. A closed shoe such as sneaker or boat shoe is required. Shoes and shirts must be worn for reasons of safety, hygiene, and courtesy to others.
- The Drum Major Academy values civility, diversity, education, equality, and honesty. We are firmly committed to maintaining a safe environment. Any type of sexual misconduct is contrary to Drum Major Academy policies and philosophies and therefore will not be tolerated. Anything deemed by our staff of professional educators as sexual misconduct will result in immediate dismissal from the Academy, with parents/guardians being responsible for immediate transportation home.
- Bullying/Intimidation behaviors (included, but not limited to: verbal, physical, and cyber bullying or intimidation) are strictly prohibited and will result in immediate dismissal from the Academy.
- Alcohol, tobacco (cigarettes or chewing tobacco) or controlled/illegal substances are prohibited while at the Academy. Use of any of these items is **STRICTLY PROHIBITED** and will result in immediate dismissal from the Academy.
- Non-performance weapons of any type, including but not limited to: pocket knives/Swiss army knives, firearms, etc. are not permitted at the Academy. Any student in possession of any non-performance weapon will be immediately reported to Police and Public Safety and dismissed from the Academy.
- Students are not permitted to leave campus at any time. If you drive to campus, your vehicle is to be parked, locked and remain off-limits throughout the Academy. Parking information will be provided to you at check-in.
- You may not, under any circumstances, visit the rooms or floors housing members of the opposite sex.
- Room checks will be performed each evening. Room check/lights out times will be given at the end of each evening session. At room check, you are expected to be in and stay in your assigned room. **NO EXCEPTIONS!**
- Please leave your room in the same condition at the close of the Academy as when you moved in at the beginning of the Academy. You will be held financially responsible for any cleaning or repairs that need to take place in your room as a result of your stay.

- Any inappropriate behavior that reflects poorly on yourself, your school, or the Drum Major Academy® will not be tolerated.

Daily Schedule

This is a *tentative* schedule to be used as a basic outline of a typical DMA session and will most likely vary at each location. Schedule is subject to change at the discretion of the staff.

Start	End	Item
DAY 1		
11:00am	1:00pm	Check In / Lunch on your own before you arrive
1:30pm	4:45pm	Opening Session (both outside and inside)
4:45pm	6:00pm	Dinner / Break
6:00pm	8:00pm	Outside Session
8:00pm	10:00pm	Inside Session
DAY 2 - 3		
7:00am	8:00am	Breakfast
8:00am	11:30am	Outside Session
11:30am	1:00pm	Lunch / Break
1:00pm	4:45pm	Afternoon Session – large & small inside classes & outside classes
4:45pm	6:00pm	Dinner / Break
6:00pm	8:00pm	Outside Session
8:00pm	10:00pm	Inside Session
DAY 4		
7:00am	8:00am	Breakfast
8:00am	11:00am	Outside Session
11:00am	11:30am	Final Demonstration
11:30am	12:30pm	Check Out