



**Memorial High School
"Marching Heat"
Band**



Student Handbook

2007-2008

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Memorial High School Band

The ultimate goal of the Memorial High School Band program is to provide learning experiences that will develop a musical individual. We believe that this goal can be accomplished by ensuring that band students participate in a well-instrumented, well-balanced, structured and highly disciplined organization. While participating in the band students will also learn responsibility, cooperation, self-discipline, good character, leadership, respect and pride. Students will also be encouraged to hold all of their academics in a high regard. It is our philosophy that academics and discipline will always take precedence over performance. Band students should strive to consistently earn high academic and conduct grades in all of their classes. This effort will reflect positively on the individual and the band program.

Our marching band, symphonic band, concert band, jazz band, stage band, small ensembles, UIL solos, UIL competitions and TMEA competitions are the vehicles that are used to provide the fore-mentioned learning experiences. Students must be enrolled in a band class to participate in the MHS Band Program. Experiences in band classes should lead to participation in one or more of the fore mentioned musical organizations/ events. Therefore, the primary objective of the band class is to develop competencies that lead to effective and efficient participation in the band organization. Students that cannot enroll in a band class due to scheduling conflicts for required courses must be approved by the Band Director for participation in the program. If a student fails to gain the required skills within a reasonable period of time, it may be in that student's best interest to apply himself/herself to another activity.

In order to gain the most excellent and positive benefit from the Memorial High School Band program, we have listed several guidelines that members should abide by in an effort to provide the best experience for our band students. The Band Directors can be contacted at the MHS Bandhall to answer any questions about the band program. The phone number is 962-4721 or 962-8451 (MHS main number).

Qualities of a Good Band Student

- 1) **ATTITUDE:** Attitude is the single greatest factor in the success of any individual. Band members must be willing to share the responsibility of establishing and maintaining excellence in the band.
- 2) **PERFORMANCE SKILL:** Fluency in technique, a good tone, balance and intelligent interpretation are essential to the success of the band and must be practiced regularly by each student during class, and most importantly, at home.
- 3) **DISCIPLINE:** Self-discipline is an important part of the MHS band program. Band students and parents must be willing to accept the ideals, principles and rules of the organization.
- 4) **DEPENDABILITY:** Students are expected to attend every rehearsal and performance.
- 5) **INITIATIVE:** Band students should continually assess what they can do to improve the band organization and when necessary offer helpful suggestions to the band director at the appropriate times.
- 6) **HONESTY:** Being truthful is a key to integrity and requires exhibiting fair and honorable interaction in relationships with others.

Rules and Regulations

- 1) All PAISD rules and regulations regarding dress code and general student behavior (as is set by the school administration in the student handbook) will prevail at all times. Suspension from school will cause a band member to be suspended from participation in all band extracurricular activities until further notice from the Band Director. Band members may be required to return all band equipment immediately due to suspension. Band members that have been suspended will not be permitted to audition for leadership positions (i.e., drum major, majorette, flag corps, section leader) for the next school year without approval from the Band Director.
- 2) Band is a musical organization therefore, all band students must work to continually develop and improve their level of proficiency on his/her instrument. Students should be consistent in making a daily effort to strive toward improving their playing ability.
- 3) Band activities last for the entire school year and require a gradual improvement of performance proficiency from each band student. Participation in other extra-curricular activities, clubs, and

organizations which conflict with band rehearsals and performances is not recommended. Band students that choose to participate in other activities will still be expected to attend all band rehearsals / performances and adhere to MHS Band attendance policies. Citizenship, loyalty, and responsibility to the band program, along with a high level of self discipline, must be maintained to obtain the highest levels of success.

- 4) Since the first major performance activity for the band is during football season, which begins the first week of school, students must have an opportunity to practice bandsmanship to prepare for these events. Summer band is scheduled four weeks prior to the opening of school to fulfill this purpose. Students interested in performance during the football season must attend summer band classes.
- 5) Band students are required to take care of school equipment, uniforms and music. Storage is provided for all band equipment. This equipment must be stored to prevent it from being damaged or stolen. The PAISD and its employees will not be responsible for any personal property or equipment. Students are responsible for placing their equipment in the designated areas when not in use. Students should take instruments and music home daily to practice assigned music.
- 6) All band students must ride the provided buses to and from all band events. The Band Director may, due to special circumstances, allow students to ride home with their parents **after the event has concluded and the band has been dismissed.** Students riding home with their parents must have parents provide written permission to the Band Director and personally contact the Band Director prior to an event. Additionally, students will not be allowed to ride home with anyone but their legal guardian, unless written permission has been given to the Band Director and a legal guardian has personally contacted the Band Director. Students riding home with their parents will still be held accountable for any equipment that was issued to them and therefore must ensure that the equipment is stored properly. Students that drive will not be allowed to transport other band students in a vehicle for any reason, during band rehearsals, performances, functions, etc...
- 7) Students must have passing grades to participate in band activities. Students must also consistently demonstrate acceptable behavior in all classes and at all school functions to participate in band activities. Students with "N's" and "U's" on their report card may be subject to suspension from participation until further notice from the Band Director.

Classroom Rules/Procedures

1. Food, candy, gum and drinks are not allowed in the Bandhall.
2. Students should never be tardy and should be in their seat at the beginning of the beginning of the class period.
3. Students should not leave their seat without permission.
4. Students should have their instruments, music and other required materials every day.
5. Students should not leave their instruments unattended.
6. Students should be attentive and focus on the directives of the Band Directors.
7. Percussionist should be the only students playing percussion instruments.
8. Students should take their instruments home every day to practice.
9. Band materials should be the only items placed on the music stand.
10. Students should respect themselves and others at all times.

Grades

All reported grades will be derived from the band student's ability to demonstrate proficiency in one or more of the following areas:

- performance attendance and participation
- rehearsal attendance and participation
- daily classroom attendance and participation
- sectional attendance and participation
- UIL/TMEA competition attendance and participation
- performance of assigned music (i.e., UIL, TMEA, marching concert, etc.)
- weekly discussions, worksheets, quizzes and tests.
- six week and semester exams
- practice at home.

Instruments/ Equipment

School owned instruments and equipment are the responsibility of the student and parents to whom they were issued. Instrument cases should be clearly labeled with the student's name. Students will be asked to pay for any damage due to neglect or misuse. Students are expected to provide their own supplies (i.e., pencil, reeds, oil, rags, drum sticks, straps, metronomes etc.) and have them available daily. Students should clean, polish, oil and/or swab their instruments periodically to maintain cleanliness and proper operation. **Fees, fines and unreturned equipment/uniforms will prohibit students from participating in any MHS band activity.**

Band students should never allow another person to play their instrument(s).

Students will be expected to keep the band hall clean at all times. All forms of trash should be deposited into the proper disposal containers. Students should **never** bring food, drinks, gum, candy etc. into the band hall.

Students should purchase a 3 ring binder (1 inch is suggested) and several clear page protectors to house their music. This binder should be available at every class and rehearsal. The music in the binder should also be arranged in a manner prescribed by the Band Director.

Students may be provided with a locker for instrument storage. Students will be required to provide a lock.

Uniform

The band uniform should be worn with pride and handled with care. Care and cleaning of the uniform is the sole responsibility of the student. Adjustments and alterations to the uniform should only be done with the approval of the Band Director. The uniform should always be transported in the provided uniform bag and should be hanging when not in use. The uniform should be dry-cleaned only. Students will be required to purchase a Band T-shirt(s) and wear black socks with the uniform. Students may also be required to purchase black shoes, white gloves and/or spats. These items can usually be purchased wholesale through the Band Director. **Jewelry should not be worn while wearing the uniform at any band performance.**

Remember that we are a uniform organization which means that each member should wear the uniform in the exact same manner. Sleeves should meet the wrist, pants legs should not hang below the ankle, all of the

uniform parts should be fitted to the individual and all accessories (i.e., gloves, shoes, t-shirts, etc...) must be alike. Suspenders must be worn on the shoulder and T-shirts should remain tucked inside of the pants at all times.

Students are responsible for each part of the uniform after it is issued. Any articles that are lost or stolen must be paid for by the student. A cleaning fee may be charged for each uniform that is issued. However, the parent / student may choose to have the uniform cleaned immediately before it is returned. The band uniform must be returned at the end of the school year. **Fees, fines and unreturned equipment/uniforms will prohibit students from participating in any MHS band activity.**

Acquisition of the band uniform by the student does not guarantee that he/she will perform with the band. Each student must earn the uniform and must also earn a position in the performing group. Performance eligibility is determined through evaluating grades, attendance, conduct, practice habits and execution of the required skills for each band activity. The band uniform is symbolic of you, Memorial HS and the community. Again, it should be worn with PRIDE.

Attendance

Band students are required to attend every group rehearsal, sectional rehearsal, individual rehearsal and performance of the Memorial High School Band. Illness, death and emergencies will be accepted as excuses if the director is notified prior to an absence. **Jobs, hair appointments, non-UIL events, etc. are not excused absences.** Dates and times for most band rehearsals and performances are given at the beginning of the school year; therefore, students and parents are provided an ample amount of time to schedule around these events. We request that band parents do not punish a student's misconduct by restricting them from band trips, rehearsals or performances. Such an action would affect the student's grade and jeopardize the performance of the entire band.

Most rehearsals will be held from 3:30pm – 5:30pm. Other rehearsal times will be specified when necessary. Students should be in their seat, ready to perform, at the beginning of each rehearsal and be prepared to stay for the entire rehearsal. This will require arriving prior to the actual start time. **To be early is to be on time.**

Students that are tardy to practice should present a pass to the Band Director that is timed, dated and explains the reason for their tardiness. Tutorials, illness, death and emergencies will be accepted as excused reasons for tardiness. Students that are tardy one or more times for unexcused reasons may be suspended from participating in band performances.

Accumulating one unexcused absence in a week may result in elimination from participation for that week. Accumulating two unexcused absences in a week or four over the entire season may result in a student not marching for the rest of the season. An unexcused absence from a performance may result in dismissal from the marching band and jeopardize a student's future standing within the organization.

If two or more excused absences due to illness are accumulated in a week the student may not march that week but will be expected to perform in the stands if necessary.

Student Leadership

It is impossible for any director to develop an outstanding band program without help from the students. Capable students can be utilized as student leaders within the organization. These positions are a privilege that is earned by devoted band members and must be held by individuals that respect their fellow band members. Student leaders must present themselves in a manner that demands reciprocal respect. Students that earn or are appointed to student leadership positions are expected to be consistent in encouraging their fellow bandsman to engage in all behaviors that make the band a better organization. Student leaders are also expected to discourage behaviors that hinder the progress of the band. **Remember: The greatest followers make the greatest leaders.**

Tryouts for Drum Majors, Majorettes and Flag Corps are held annually. Section leaders are selected by the Band Director. High school students (9th, 10th & 11th) that do not complete their obligations by participating in all MHS band rehearsals and performances throughout the entire school year **will not** be eligible to audition for any leadership position the following school year. Senior student leaders that do not complete their obligations by participating in all rehearsals and performances throughout the entire school year **will not** be recommended for any program and should not expect to receive any band award(s).

Private Lessons

Students are welcome to use the band hall to practice either before or after school. All students are additionally encouraged to take private lessons to improve their individual playing skills. The MHS directors are skilled instructors on various instruments but, there is simply no substitution for private instruction from an individual that is considered a professional performer on a particular instrument. Assistance in scheduling lessons with a qualified teacher can be provided for students interested in taking private lessons. Private lessons are a **necessity** for the serious band student. PAISD employees are exempt from offering private lessons.

Marching Band

Marching Band is an activity that lasts for the entire school year. No member of the marching band has a “guaranteed” position. The Band Directors are responsible for selecting all members of the band who will actually participate at every marching event. The five main criteria for filling positions in the marching band are grades, attendance, conduct, music performance and marching execution.

Grades –House Bill 72 states that students must have passing grades to participate in extracurricular activities.

Attendance – see the attendance policy.

Conduct - Students must consistently demonstrate acceptable behavior in all classes and school functions to participate in all band activities.

Music Performance – band students will be required to consistently demonstrate their ability to perform all assigned music proficiently. This requirement includes utilizing the correct techniques in regards to posture, embouchure, breathing, tonguing, articulation, phrasing, tone, balance and dynamics.

Marching Execution – band students will be required to consistently demonstrate their ability to proficiently interpret and perform all marching maneuvers and drills associated with the MHS marching band. This requirement includes utilizing the correct techniques in regards to posture and instrument carriage. This requirement also includes developing and maintaining a knowledge of skills used to execute military and/or corps style marching drill.

General Marching Band Rules

- * Students should always remain in assigned seat/area during marching events and should never leave the stands, etc. without permission from the Band Director.
- * No one but uniformed personnel will be allowed in the band section. Former students and special guests may sit in the band section with the permission of the Band Director.
- * Band members should watch the Band Director(s) and Drum majors at all times and be ready to play when directed to. Remember: it is our job to entertain the crowd and/or support other MHS organizations.
- * Do not play your horn unless instructed to.
- * Treat visitors, guests and fans with courtesy and only address other bands with positive statements.
- * Students should be attentive during the halftime performance of other bands.

Band Awards

Honor, respect, loyalty self-discipline and accepting responsibility for ones actions are important ingredients in the development of a competent band member. Fostering these attributes also creates a band student that is mature, practices good citizenship and is consistent in the continued development of his/her musical proficiency.

In an effort to recognize students that are consistent in demonstrating these attributes, awards will be given by the Band Director if the needed funds are available. The Band Director recommends that these awards be purchased by the Band Booster Organization if funds are not provided by the school. These awards are usually presented at the Spring Concert or the Band Banquet. Students must be enrolled in a band class to be eligible for awards. The following are examples of awards that may be given:

- perfect attendance (no missed rehearsals or performances)
- marching patch (for completing 4 years of all marching rehearsals and performances) - **marching events may include but are not limited to the following:**

- * Football Games
- * Marching Contest
- * Homecoming Parade
- * Cav-oil-cade Parade
- * Christmas Parades (Port Neches-Beaumont – Nederland)
- * MLK Day Parades (Beaumont – Houston)
- * Mardi Gras Parades (Port Arthur – Lafayette)

- Any Battles of the Bands event
- Any trips that require performance by the marching band
- “M” for three years and a chenille stripe each year of marching band will be awarded.
- Jackets will be awarded to students that earn 6 cumulative points.
Students that discontinue extra-curricular participation after earning a jacket will be expected to reimburse the school or Booster Club for the cost of the jacket. Students can earn points by meeting the following requirements:
 - 2 points - participation in all rehearsals and performances which includes but is not limited to; marching activities (listed above), fall concert, holiday concert, spring concert, concert & sightreading competition (instrumental ensemble, concert & symphonic band) and commencement ceremony
 - 1 point - Earn a rating of I and travel to state on a Class I UIL Solo or Ensemble (only one event can count per year).
 - 1 point - Earn a position and participate as a member of the TMEA Jazz or Symphonic Band (only one event can count per year).

Band Boosters

Band Parents are needed to provide supervision during off campus activities such as football games, contests and out of town trips. The following guidelines must be followed to provide adequate supervision for our most precious possession, our children.

- 1) Volunteers for chaperones are solicited from members of the band parent organization that have children in the band and that regularly attend meetings and other booster functions. Chaperones must also be approved by PAISD administrators via a background check before attending any functions and must pay booster dues. We must have a minimum of one chaperone for every ten students traveling on any overnight field trip.
- 2) Chaperones are provided a list of the students traveling on each field trip to verify the presence of the band students at all times.
- 3) During band trips, chaperones are usually assigned a specific group of students to supervise, however, chaperones are expected

to be responsible for all of the students traveling with the band on a single day or an overnight trip.

- 4) Chaperones are expected to check the roll prior to leaving the school and at every stop during the trip before the bus moves. Chaperones should always confirm with the Band Director the results of each roll check. Students should ride assigned buses and be in assigned areas at all times unless the **Band Director** approves other arrangements.
- 5) The band students have been informed that they are to respect and respond positively to all chaperones at all times. Students should get permission from the **Band Director** before leaving any area and check in upon returning. Chaperones must report any student who does not comply with this or any rule to maintain good discipline and control during the field trip.
- 6) Band students should never be neglectful by leaving trash on any bus or venue that has been occupied by the MHS Band. This type of behavior creates a negative image for the band.
- 7) Parents are required to fill out and sign an emergency care form and permission form before we can allow any student to accompany us on any band trip.
- 8) Female chaperones are placed into rooms with girls for maximum protection during overnight field trips. Female chaperones are assigned to rooms with their daughters whenever possible. However, in the absence of a mother and daughter, any female chaperone will be assigned to supervise a group of girls in a hotel room.
- 9) Boys and girls are forbidden from being in the same hotel room at any time. Chaperones must be alert to prevent this situation from developing.
- 10) Students must be diligent in observing all curfews and deadlines set during overnight trips. Chaperones must enforce this and report students that violate this policy immediately. Chaperones confirm that all students are in their assigned rooms. No student should be in the hallway or any public area wearing anything other than school/street clothes. After curfew all students must be in their rooms.
- 11) PAISD policies regarding student conduct and possession of controlled substances will be enforced. Chaperones are expected to confiscate any illegal substances or items and report them to the Band Director immediately. Chaperones may be asked to check the luggage, pockets and/or purses of participants during fieldtrips to verify compliance. Parents should expect a telephone call concerning any student that travels with the MHS band but does not consistently comply with the organizations rules and regulations.

PAISD Policy

Port Arthur ISD123907

STUDENT RIGHTS AND RESPONSIBILITIES:
STUDENT CONDUCT

FNC
(LOCAL)

STUDENT HANDBOOK -
STUDENT CODE OF CONDUCT

The District's rules of conduct and discipline, maintained in the student handbook and/or the Board-adopted Student Code of Conduct, are established to achieve and maintain order in the schools, and to teach respect toward others and responsible behavior. [See FO series]

EXTRACURRICULAR ACTIVITIES:
STANDARDS OF BEHAVIOR

With the approval of the principal and Superintendent, sponsors and coaches of extracurricular activities may develop and enforce standards of behavior that are higher than the District-developed Student Code of Conduct and may condition membership or participation in the activity on adherence to those standards. [See FO]

Port Arthur ISD123907
STUDENT CONDUCT:
DRESS CODE

FNCA
(LOCAL)

PURPOSE

The District's dress code is established to teach grooming and hygiene, instill discipline, prevent disruption, avoid safety hazards, and teach respect for authority.

EXTRACURRICULAR ACTIVITIES

The principal, in cooperation with the sponsor, coach, or other person in charge of an extracurricular activity, may regulate the dress and grooming of students who participate in the activity. Students who violate dress and grooming standards established for such an activity may be removed or excluded from the activity for a period determined by the principal or sponsor, and may be subject to other disciplinary action, as specified in the Student Code of Conduct.

[See FO series]

UIL POLICY

The TEA (Texas Education Association) recognizes the UIL (University Interscholastic League) as the governing body of all UIL events in the state of Texas. The following are a few UIL policies that relate to extra-curricular events and more specifically band.

UIL Constitution and Contest Rules

Subchapter M. ELIGIBILITY

Section 400: Student Eligibility for all UIL Contests

Subject to other sections of this subchapter, an individual is eligible to participate in a League varsity contest as a representative of a participant school if that individual:

- (d) is in compliance with the rules of the State Board of Education and state law regarding credit requirements and grades.
- (i) is not in violation of the Awards Rule.

UIL Booster Club Guidelines

Relationship with the school

- Booster clubs do not have the authority to direct the duties of a school district employee. The scheduling of contests, rules for participation, methods of earning letters and all other criteria dealing with inter-school programs that are under the jurisdiction of the local school administration.
- Booster clubs should apprise school administration of all club activities.

Fundraising | Spending | Stipends | Gifts to Coaches

- Individuals who actively coach or direct a UIL activity should serve in an advisory capacity to the booster club.
- Funds are to be used to support school activities. To provide such funding for non-school activities would violate UIL rules.

Music Boosters

General Marching Band Rules

* Students should always remain in assigned seat/area during marching events and should never leave the stands, etcÉ without permission from the Band Director.

* No one but uniformed personnel will be allowed in the band section. Former students and special guests may sit in the band section with the permission of the Band Director.

* Band members should watch the Band Director(s) and Drum Majors at all times and be ready to play when directed to. Remember: it is our job to entertain the crowd and/or support other MHS organizations.

* Do not play your horn unless instructed to.

- Some music booster clubs assist with expenses for travel to various music-related activities such as UIL contests and performances at away athletic events. Such financial support violates no UIL rules provided that it is approved and coordinated by the local school district.
- A recreational trip would not meet the definition of an educational field trip as provided in Section 480 of the UIL Constitution and Contest Rules. Students receiving the benefits of a purely recreational trip would likely be in violation of the Awards Rule.

Important Dates 2007-08

MHS SUMMER BAND 2007

PLACE: MHS Band Hall

DATE: July 30, 2007 – August 24, 2007

TIME: 8:00am – 12:00pm

SEP	8	MEMORIAL vs. OZEN (Sat.)
SEP	14	NIMITZ vs. MEMORIAL
SEP	21	MEMORIAL vs. H. LAMAR
SEP	28	CHANNELVIEW vs. MEMORIAL **
SEP	29	All-Region Jazz Band Tryouts (LC-M High School)
OCT	5	MEMORIAL vs. ATASCOCITA **
OCT	12	KINGWOOD vs. MEMORIAL **
OCT	13	Cav-oil-cade Parade
OCT	19	MEMORIAL vs. BAYTOWN LEE **
OCT	20	UIL Marching/Twirling Contest (LC-M High School)
OCT	26	WESTBROOK vs. MEMORIAL **
NOV	2	BAYTOWN STERLING vs. MEMORIAL **
NOV	10	MEMORIAL vs. HUMBLE ** (Sat.)
NOV	15	Region Jazz Concert (LC-M High School) (Reh. Nov. 12 & 13)
DEC	1	Holiday Parade – (Bmt. & P. N.)
DEC	8	HS All-Region Symphonic Band & Orchestra Tryouts
DEC	11	Holiday Parade (Nederland)
DEC	29-JAN 2	Sugar Bowl (New Orleans)
JAN	5	Area Band/Orchestra Auditions (Lamar University)
JAN	11&12	All Region Clinic/Concert (Nederland HS)
JAN	19	MLK Day Parade – Bmt
JAN	21	MLK Day Parade - Houston
FEB	1&2	HS Band Solo & Ensemble Contest
FEB	2	Mardi Gras Parade – P.A.
FEB	5	Mardi Gras Parade – Lafayette
APR	7-9	4A-5A HS Band Concert and Sightreading Contest
APR	10-11	1A-3A HS Band Concert and Sightreading Contest
MAY	24-2	TSSEC (UT – Austin)

(All dates, times and locations are subject to change)

(Additional dates may be added)

ACKNOWLEDGEMENT FORM

I, the undersigned, have read and understand the rules, regulations and policies of the Memorial High School Band. I understand and agree to adhere to all rules, regulations and policies stated within.

Printed Name of Student

Signature of Student

Date

We (I), the undersigned, have read and understand the rules, regulations and policies of the Memorial High School Band. We (I) understand and agree to adhere to all rules, regulations and policies stated within.

Signature of Parent (Legal Guardian)

Date

Telephone #

