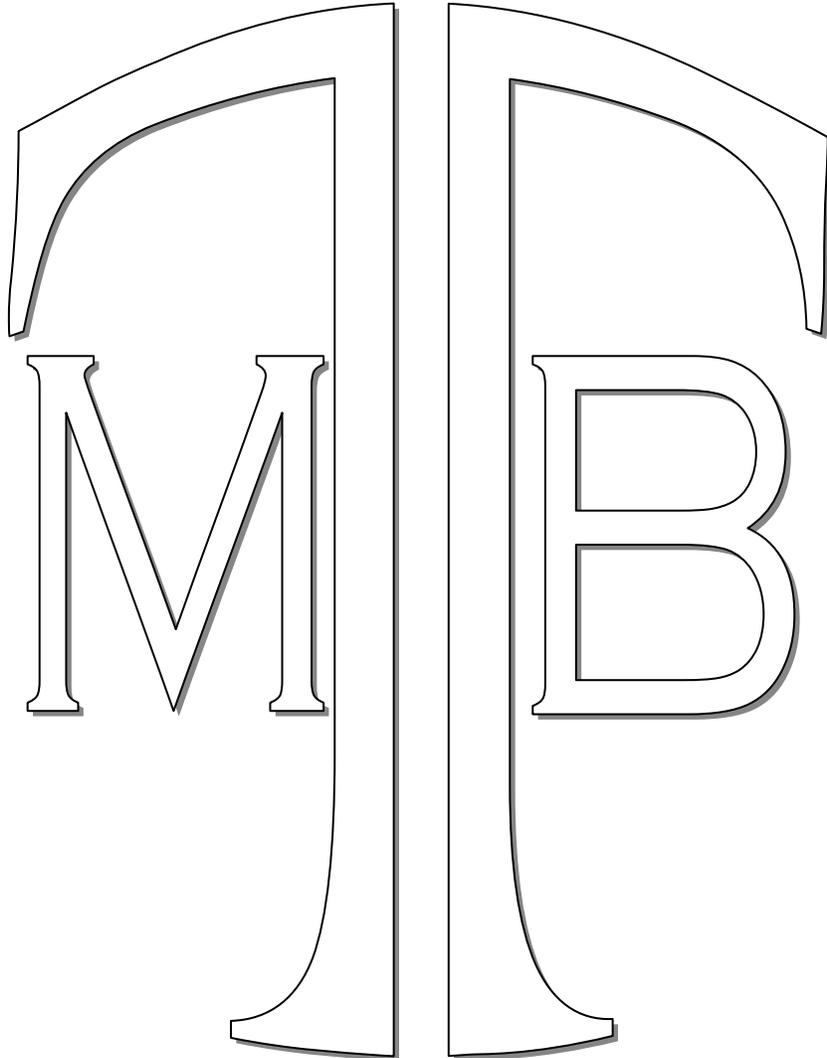


A.C. JONES HIGH SCHOOL

# THE MIGHTY TROJAN BAND

BEEVILLE, TEXAS



# HAND BOOK

2017 - 2018

EDUCATE – CULTIVATE – SERVE

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# MISSION STATEMENT

OUR PRIMARY MISSION IS TO EDUCATE THROUGH THE MUSICAL PROCESS OF SELF RELIANCE AND TEAMWORK. THROUGH THIS PROCESS WE WILL STRIVE FOR, AND ATTAIN, HIGHER STANDARDS OF ACHIEVEMENT AND CHARACTER. THE GREATEST GIFT OF OUR ORGANIZATION IS TO SERVE OUR COMMUNITY. THE ENTERTAINMENT WE GIVE IS A BYPRODUCT OF OUR MUSICAL EDUCATION WITH THE SOLE PURPOSE OF ENRICHING THE MUSIC EXPERIENCE FOR EVERYONE.

## WELCOME

Welcome students and parents to the 2017-2018 A.C. Jones High School Instrumental Department. This organization has a long established tradition of excellence and high standards. As a result, it is imperative that we establish proper routines, procedures, and rules to ensure that the equipment, facilities, and standards are maintained to the highest degree. This handbook should provide both students and parents with guidelines, as well as answers to some frequently asked questions.

It is the goal of the Mighty Trojan Band for students to acquire many skills that will carry into their everyday lives. Some of these ideas include, but are not limited to, self-discipline to fulfill individual responsibilities that will benefit the whole, working in a social situation with other students of varying academic, ethnic, and socio-economic backgrounds to reach a common goal, respect for equipment and facilities that belong to others, persistence and perseverance, punctuality, and fulfilling duties and responsibilities in a timely manner.

In cooperation with the school and the community, our band has a unique function. Our obligations both during and outside of school hours are many but our rewards are also many. In a typical classroom the students' major purpose is to learn what they can and earn as high a grade as possible for themselves. In the band program you gain much personally, too but, you also have the significantly important function of performing for others. It is not possible to have a good band without the full cooperation of all of its members at all times. If you find the discipline of being a band member more demanding than that of other classes, remember that this is "par for the course" and is intended for your good as well as that of the band. In a regular class, if your work is not good, you hurt only yourself. In the band, you hurt the whole group.

## - - - - - P O L I C I E S - - - - -

The band holds 6 to 7 organizations with the total of 120 to 180 students. Because of the overwhelming traffic on a daily basis, every student must help to protect the band hall. Every organization (Symphonic, Concert, Marching, Drumline, Colorguard, Jazz, Mariachi, & Guitar Ensemble) has a responsibility to respect all guidelines that manage the band hall and classes within.

### KEY GUIDELINES

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**You are family** - Every student that is a member of any of the organizations is now a part of the Mighty Trojan Band. This building is a safe haven for all of its members. This building harbors an environment of knowledge, mutual respect, discipline,

and good citizenship. Those that cannot meet these standards will be dealt with according to the guidelines set forth in this handbook.

**Respect others** - Respect others and their instruments. Do not handle anyone else's property even if you are a friend of that person. Abusing instruments, music, band supplies, or any other equipment will not be tolerated.

**Protect your surroundings** - Only members of the Mighty Trojan Band are allowed in the band hall. Please tell you friends who are not members to wait for you outside. Many of the instruments in the band hall cost from \$300 to \$5, 000. If any instrument or piece of equipment is broken or damaged by any member or non member, Beeville ISD will hold you legally and financially responsible.

## FACILITIES

**Restrooms** - Restrooms are a privilege in the band hall. If they are "trashed" they will be closed for an undetermined amount of time. Do not use the hallway in between them as a gathering place.

**Practice rooms** - Practice rooms are for practicing music taught in school. No one is allowed to use these rooms for a meeting place or "private jam party." You may lose the privilege of using the practice areas indefinitely by misuse of the room.

**Storage Rooms** - Storage rooms are locked all of the time. If you find a storage room open please notify a band director ASAP. The items in the storage rooms are used by different organizations at different times of the year.

**Band Director's Office** - The band director's office contains many items that are confidential or personal in nature. Do not enter, take, or use any item in the director's office without that director's permission.

**Library** - The library holds all band, jazz band, and mariachi music. Students are not to go through the filing cabinets without a director or librarian being present. The copier is for band use only. The copier is not for personal use.

**Instrument rooms** - The instruments rooms are only for those who store their instruments at school. Do not put your instrument in them with out permission from a director.

**Uniform Room** - The uniform room is for storage of the marching, colorguard, concert, and mariachi uniforms, as well as other apparel necessary to our programs. This room is not to be used for personal use. Quartermasters are the only people allowed into these rooms without permission from a director.

**Instrument Cabinets** - Instrument cabinets are for storage of instruments only. They are not meant to store your books or clothing. Each locker comes with a combination lock. Each student that is check out a locker is responsible for their combination lock and condition of their locker. Locks that are lost or damage will be replaced at the student expense. Students will not use their own lock for their locker.

## EQUIPMENT

**Computers** - Always ask for permission to use the director's computer. If you have not turned in your "Electronics Permission Form" to the school, do not ask to use the computer.

**Pianos** - Pianos, new or old are expensive to repair and to tune. Use the piano to play in a constructive manner, only. You may lose the privilege of using the practice room if you are caught "banging on the keys" or misusing the pianos.

**School Instruments** - Many students are issued instruments that are owned by the school. The school will keep up with the normal repairs that may arise with any instrument; however, the student will be held responsible for any repair costs incurred because of misuse. Students who do not pay their repair bills in a timely fashion will lose the privilege of using a school instrument. Percussion students will be responsible for any drumheads or sticks broken due to improper use.

**Tuner & Metronome** - These electronic tools are delicate in nature and must be turned off when not in use. Do not tamper with the settings.

## TRANSPORTATION

**Bus** - Bus Transportation is an important aspect of the band program. Behavior on the bus reflects the band directors and the band organization. Bus trips are an extension of the classroom. The expectation of behavior is the same no matter the location.

The bus driver is the overall authority on the bus. Band Booster parents may be asked to chaperone in order to assist the band directors. *BISD transportation has the authority to set rules and enforce laws both federal and state.*

**Parent/guardians** - Parents/guardians must be able to provide or arrange transportation for their child for all events. The band will always give an estimated time for drop-off and pick-up. A parent/guardian has the legal right to pick-up their own child after a performance. For out of town pick-ups by someone other than the parent or guardian, a student will need a note from the parent or guardian that has been signed by the campus principal, specifying the person who will pick up the student.

## EXPECTATIONS

Extra curricular activities have established rules and standards that exceed school rules and policies. They reserve the right to govern their organization as they see fit in accordance with the policies stated in the A.C. Jones High School Student Handbook.

Students are expected:

1. to attend all practices and performances. Because we are performance based, we must practice. When everyone is not at practice, we cannot have a 100% successful rehearsal. Students who choose not to attend will be disciplined or removed from the organization.
2. to be prepared for all rehearsals and performances and have all necessary supplies. This includes music, oil, reeds, pencil, folder, rosin, guitar straps, sticks, etc. Please label your personal instrument or equipment.
3. to be attentive during rehearsals. We expect students to work on band things during band. They will not sleep, visit, read, or do work for any other class.
4. to always conduct themselves as ladies and gentlemen. Because we are constantly in the public eye, we expect good behavior from our students. School rules will be followed on all trips and at all performances.
5. to accept responsibility for themselves and their behavior.
6. to treat each other with respect. Verbal, physical, or psychological abuse of any sort will not be tolerated. We expect students who are experiencing any type of problems to immediately report them to the band staff.
7. to use only the equipment checked out to them.
8. to maintain and care for their instrument.
9. to be responsible for the handling of their uniform or traje (mariachi).
8. to adhere to all school policies while at school or on a trip.
9. to keep their body free of alcohol, tobacco, and illegal drugs.
10. to strive for personal and academic achievement.
11. to commit themselves to their fellow students and their director(s).

## OPEN DOOR POLICY

The band directors have an open door policy at all times. Any time a student or parent feels compelled in talk to their director or any other director; it will be done in a discrete and professional manner.

## ORGANIZATIONS

### **BAND BOOSTERS**

All parent(s) are welcome to attend the band booster meeting. The Band Boosters organization is a very important support structure of the band. Many of band's activities need direct support of the band boosters. This is a great opportunity to meet other parents and ask any questions you might have. This is an organization that is very instrumental in assisting the students in fundraising and traveling. Meetings are held on the first Monday of each month or as otherwise designated. The State of Texas and the Beeville Independent School District have rules that govern the Band Boosters.

### **COLORGUARD / WINTERGUARD**

Colorguard is an organization of the marching band. Winterguard is an auxiliary organization of the high school band. Any student from the high school may tryout for a place in these organizations. Rules and practice procedures will be under and not supersede the bands rules and regulations. *Members will adhere to all prescribed colorguard/winterguard, band, and school rules while a member.*

### **MARIACHI**

This class emphasizes the technique, and culture of mariachi music and performance. The class is open to all high school students. Most of the mariachi instruments are provided by the school. The mariachi will issue out traje (uniform) to its performing group.

## GUITAR ENSEMBLE

This class emphasizes the theory and technique of classical guitar music. The class is open to all high school students. A classical guitar is to be provided by the student.

The directors will determine placement of all students in these groups, except band boosters. Tryouts will be held only if there are too many students to fill out the sections. The director will determine numbers of students within each organization.

## *STUDENT LEADERSHIP*

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Every student position requires a role in the leadership of the band organization. Every member who attains a leadership title must demonstrate the ability to lead in any situation. These positions permit a student to hold authority and command over other students. In case of a member failing or abusing their appointment, the head director has the right to remove and/or replace the leader with another student.

## BAND COUNCIL

Students will elect officers for the upcoming year during the last week of school in May. These will include: President, Vice-President, Sec/Treasurer, and Historian. The band staff will appoint students to the positions of librarian, quartermaster, loading crew chief section leader, squad leader, and drill instructor. Students will be asked to submit their own names for consideration to these positions. Position by tryout, are given ample tryout practice time and are needed in order to tryout. Other positions will be filled as a need arises. Any student holding a position may be removed and/or replaced by the head director, if sufficient evidence of misuse, abuse, and/or neglect of authority is found.

## APPOINTED BY VOTE

**President** - must be a senior. The band president is expected to act as an appropriate example of conduct and leadership for the entire band as well as other students throughout the school. The president helps to serve as a link between the directors and students. He/She also helps to organize and partake in functions and events for or by the band. The president is in charge of officer meetings and helps to decide the appropriate tasks for other officers. During marching season, the president should plan, along with the other officers, a way for the new members of band to be acquainted with old members. Motivation should also be exhibited towards the band by speeches, signs, letters, or any other means deemed necessary.

**Vice President** – Must be a senior or junior. The vice president will assist the president in carrying out all of the duties stated above or act as president if the president cannot or is removed.

**Secretary/Treasurer** - must be a Senior, Junior or Sophomore and will be responsible for keeping minutes of officers meetings. These minutes will be given to officers providing information to evaluate previous week's accomplishments, and make plans for the upcoming week. The Secretary has to be an example to others and needs to be able to motivate the rest of band members in both marching and concert seasons. The secretary will be responsible for keeping an accurate account of collections from all students in the band program.

**Historian** - must be a Senior, Junior or Sophomore and will be in charge of taking pictures, taking videos, making posters, and keeping a pictorial history of the high school band. This office will be also in charge of the band yearbook.

## APPOINTED BY TRYOUT

Colorguard and drum major tryouts will be held in May. An independent panel of judges will choose students. The number of students chosen from year to year will be set by the head band director before the tryout is held.

**Drum Majors** - The Drum Majors assist in the teaching and organization of the marching band. They may be assigned other duties as the need arises. Because the position of drum major is highly honored and respected, a candidate must be able to act and display the highest standards and professionalism of the band.

**Colorguard Captain and Colorguard** - The guard officers assist in the teaching and organization of the marching season colorguard and with other duties as assigned.

**Winterguard Captain and Winterguard** - The guard officers assist in the teaching and organization of the routine and with other duties as assigned.

## APPOINTED BY DIRECTORS

**Section Leaders** – Members are to lead their section. This will include helping with the playing off of music and general organization of their individual sections.

**Drill Instructors** – Members are to teach freshman and incoming new students in the marching program. They are also in charge of making sure that their sections know their marching drill during football season.

**Loading Crew Captain** – Members of this crew are extremely important to the success of our organization. They are responsible for making sure that all equipment (including electronic) is loaded and secured correctly whenever the band travels.

**Librarians** – Members of the library staff are in charge of keeping our music library looking orderly and neat. They will also be responsible for the majority of photocopy work that is required throughout both marching and concert season.

**Quarter Masters** – These students are to be in charge of the security and upkeep of the band uniforms. They are to report any damaged or lost uniforms to the band staff.

## CHAIN OF COMMAND

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All students and parents must follow the chain of command with any concern. All teachers and administrators are familiar with this system and is followed closely.

The chain is as follows:

1. band director
2. head director
3. assistant principal
4. head principal
5. superintendant
6. school board

## ATTENDANCE

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### ABSENCE FROM REHEARSALS OR PERFORMANCE

We want to teach our students the importance of fulfilling obligations. We feel that being a member of the Mighty Trojan Band should instill in an individual a sense of responsibility even when it is not what we want to do. If you know that you will be absent for a certain date, you need to give a note personally to a director as soon as you know you will be absent. If you are absent due to illness or family emergency, you need to bring in a note the day you return. If the notes are not turned in to the director at the appropriate times, the absences will count as unexcused. We understand that unforeseen circumstances may arise. We are very reasonable and can work out most problems.

Performances include but are not limited to:

- a. parades
- b. concerts
- c. public performances
- d. school functions
- e. all after school rehearsals
- f. football games
- g. all band competitions

### EXCUSED ABSENCE

For the absence to be excused, the student must have an note from their parent or guardian.

An excuse absence is:

- a. family emergency
- b. illness
- c. director excuse
- d. other school activity that takes UIL precedent
- e. absent from school the day of the event or rehearsal.

## UNEXCUSED ABSENCE

In marching season, one unexcused absence in one week will result in the student not marching or participating at the next game. This will include all rehearsals. Students must always find a means to attend rehearsals and performances.

Unexcused absence may include

- a. job
- b. "I forgot"
- c. "I didn't have a ride"
- d. "I don't have a ride home"
- e. driver's ed.
- f. homework
- g. student social desires
- h. club meetings
- i. baby sitting
- j. absence from the school day that is not excused

## UNEXCUSED TARDIES (MARCHING SEASON PRACTICE)

If a band student is tardy to marching practice, he/she will do push-ups or other form of punishment to the same level of doing pushups. A predetermined amount of push-ups will be given during marching season. The amount of push-ups will increase due to amount of time tardy. The amount will not exceed 20.

## TUTORIALS

Some students find it helpful and sometimes necessary to attend after school tutorials. The band encourages students to be responsible in all of their classes. For this reason, we do not begin our marching band practice until 4:30. If a student is released from tutorials later than 4:20, they will need to ask their tutoring teacher for a pass from tutorials. Pass will include the end time of the tutoring session, the name of the student, and the teacher's signature. The pass will need to go to the director taking roll for practice. Students who are suspiciously having many tardies to after school band rehearsal may lose their marching spot or game privileges for the week. A parent must write a pass for their child for tardies following the same rules as tutorial teachers.

## PREGNANCY AND MEDICAL CONDITIONS

The band program will not be responsible for the injury of a pregnant student or her unborn child. The pregnant student must inform the head director of their pregnancy. After discussion with the pregnant student and their parent/guardian, a plan of care will be made so that all parties have an understanding of and expectations. Female students who can not return to school due to pregnancy, giving birth, or post birth care, are excluded from LEVEL 2 3 Infraction: Excessive excused absence.

## GRADING

### 1. **Playing 30%**

- A. Assigned weekly tests
- B. March music playoff
- C. Extra grades for region band and solo and ensemble

### 2. **Participation 70%**

Each performance, except for football games, will be given a grade of either "100" or "0". Students who successfully attend each performance will receive a "100" and students who are unexcused will receive a "0". Any absence from a performance must be accompanied by a note from the parents or it will be counted as unexcused.

**Students that cannot participate in after school rehearsal due to failing classes for the 1<sup>st</sup> and 2<sup>nd</sup> six weeks will be denied their Physical Education credit.**

## CONSEQUENCES

Every student will have due process as stated in the Student Handbook. Any or all of the following may be used as disciplinary action.

### **LEVEL 1 Infractions:**

1. Unprepared for rehearsal or performance
2. Disrespect towards authority
3. School detention

Possible consequences

1. Teacher warning
2. Move to a lower chair and/or part
3. Remedial duties
4. Freshman duties
5. Detention (classroom)
6. Push ups (marching band)
7. Running laps (marching band)

**LEVEL 2 Infractions:**

1. Cussing or harsh verbal language
2. Unexcused absence from rehearsal and/or performance (1 to 3 instances)
3. Excessive unexcused tardiness from rehearsal (4 instances)
4. Excessive excused absences from rehearsal or performance (10 instances)
5. In School Suspension (15 days max)
6. Section II: General Misconduct as stated in the school handbook
7. Section III: Discretionary DAEP offenses as stated in the school handbook

Possible consequences

1. Removal from performance or field trip
2. Removal from performing group
3. Removal from all performances
4. Removal from band and/or band organization for at least one year to remaining year(s) in high school.

**LEVEL 3 Infractions:**

1. Unexcused absence from rehearsal and/or performance (4 instances)
2. Excessive Unexcused absences from rehearsal and performances (6 instances)
3. Excessive excused absences from rehearsal or performance (11 instances)
4. Excessive ISS (30 days)
5. Section IV: Mandatory DAEP offences as stated in the school handbook
6. Section V: Discretionary Expulsion offence as stated in the school handbook
7. Section VI: Mandatory Expulsion offences as stated in the school handbook
8. Section VII: MISCELLANEOUS

Consequence

1. Parent contact and removal from band and/or band organization for remaining year(s) at high school.

**Parental Consequences**

Students that are removed from performances due to serving a parental consequence, may be remove from further participation in band activities.

## *AWARDS*

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**Letterman Jackets**

The band believes in awarding enduring dedication and sees everyone that wears a lettermen jacket from the band as an honorary member. In order to respect those who have been awarded before us, it is necessary to attach certain criteria to this award.

1. Any students who have successfully completed three years of high school band and are enrolled for their senior year in band. This may include but does not substitute:
  - i. Jazz Band
  - ii. Mariachi
  - iii. Guitar
2. A letter "B" or relative patch will be awarded to those seniors who have already received a jacket from another organization.
3. Transfer students who meet our requirements.
4. Any student who makes the TMEA All State Band or All State Jazz Band
5. Any student who makes a 1st division on a solo at the TSSEC, Texas State Solo & Ensemble Competition.
6. The head director reserves the right to award special jackets.
7. The head director reserves the right not to award a jacket due to conduct, attendance, and/or behavior.

A student can not replace years in mariachi, jazz band, or guitar for band years or vice versa. In most cases, letter jackets will be ordered in September in order to receive them by the Christmas break. Student may order and pay for patches and other items for their letterman jacket. The band will only purchase a plain jacket.

**John Philip Sousa Award** - A national award given to a senior that shows exceptional achievement in instrumental music.

**Most Improved Junior, Sophomore, & Freshman Award**

**“El Mariachi” Award** - This is a local award given to a senior that shows exceptional achievement in mariachi music and performance.

**Fransico de Tarrega “Father of the Modern Guitar” Award** - This is a local award given to a senior that shows exceptional achievement in guitar music and performance.

*FEES*

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Reeds, oil, cork grease, rosin, neck straps, and many other little items are sold to the students as a special service. Prices are posted and will change according to the supplier’s price.

*FUNDRAISERS*

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At times the band will be involved with fundraising for trips. Every student will have an account that states all funds deposited to the fundraising account. The band boosters will do all fundraising that does not directly involve the students. Fundraising that requires students to participate will be labeled as the band fundraiser. Students do not have to have to participate in fundraisers in order to deposit money in their account. Money that is directly donated, “out of pocket”, from a student’s family may be refundable unless it is submitted to a payment plan for a travel company.

- - - - - *P R O C E D U R E S* - - - - -

*MARCHING SEASON*

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Marching season, otherwise known as football season, plays a very integral part of the band’s start of the school year. The band meets its new members and trains as a group in establishing routines and goals. The drumline, pit, and colorguard enhance and surround the band’s field performance. Marching season takes many hours of preparation and all out hard work in order to fulfill personal and group achievement. This is the first major step, for we are many striving to become one.

SUMMER BAND

We will begin each football season with summer band practice. Summer band will begin as close to August 1st as legally allowed each year. Once summer band begins, students will meet each day from 8:00 a.m. until noon. During that time we will cover marching fundamentals and begin practice on the contest music. Afternoons are reserved for sectional and individual practices.

On the first day of summer band students will be given a schedule of events that will cover the entire year. This schedule is needed to help parents, students, and employers make all necessary arrangements for attending all events. Students are required to attend all performances and practices unless excused by the head director.

Students who are absent from summer band will risk losing game privileges. Unless a student is ill, out of town with their family, or has unforeseen circumstances that arise, they are expected to be at summer band. Any other absence must be cleared with the head director beforehand.

A long term absence may result in dismissal from the season or even the class. If a student has a situation during the summer that would not allow them to practice during summer band, please contact the high school main office. They need to leave the reason why they will not be attending summer band and a phone number where a parent could be reached. The office will relay the message to the head director.

Note: All students enrolled in band during the fall semester will participate in marching band. Any student that does not wish to participate in marching band during the fall semester will be removed from the band program. This will include summer band practices.

ATHLETICS DURING MARCHING SEASON

A.C. Jones High School has many activities that are practicing during the band rehearsal schedule. Students that are in band and are also in Cheerleaders, Dazzlers, Tennis, Cross Country, Volleyball, and Football should have shared obligations. The band would like to be fair to all its members who participate in marching band rehearsals and performances.

If cleared with the corresponding sponsor, the students that are in band will practice with the band on prearranged days. In all cases, they will perform with the band during half time and in the stands.

#### PLAY OFFS

In order to perform the music to our highest quality, it must be memorized. A list of play-off songs will be posted at the beginning of summer band. All songs will have a due date for final play-off. Drum major(s) and colorguard are allowed to use their music for play-off. Each play-off will be given either a 100 or 0. Play-offs can be done at anytime before or after band rehearsal. The band will set aside Thursdays during the school day for any play-offs. A student may lose their marching spot if they do not complete all of their play-offs. If a student has difficulty memorizing music, the director can assign smaller parts of the music until a section is played off. *If a passable play off is done after the due date, a 90 will be given.*

#### AFTER SCHOOL PRACTICE

Once school begins the marching band practices each Monday through Thursday from 4:30 p.m. until 6:30 p.m. All students who are involved in marching band will attend all marching rehearsals. Students who need to attend tutorials, go to the library, or take care of any after school business must do so from the end of school until 4:20 p.m. Students who are in the marching band will not have jobs, go to club meetings, or attend the rehearsal of any other organization during marching band practice unless previously cleared by the head band director. Failure to do so may result in loss of game privileges. Additional rehearsals may be required on football game days and as marching contests near. Any changes in the marching rehearsal schedule will be announced by the directors.

#### MARCHING POSITION

The following guidelines have been created to give the members of the Mighty Trojan Band information on set marching positions and alternate positions. Due to the difficulty of learning to perform our marching band show, we try to set each marching position as soon as possible. All alternate status decisions are subject to director approval.

#### POSSIBLE REASONS FOR NOT HAVING A MARCHING BAND POSITION:

1. Freshmen that do not attend freshmen camp.
2. Any band student not attending Summer Band Camp or missing part of Summer Band Camp.
3. A student missing a regular rehearsal during the school year (see Attendance guidelines).
4. Missing or not playing off music
5. Difficulty in marching

The head director will have final say about whether a student will march or not due to missing rehearsals or play-offs. Sometimes it is also necessary to remove students that do not have the maturity to discipline themselves in order to maintain the schedule and guidelines of the band.

#### FRESHMAN DUTIES

The purpose of freshman duties is for upperclassmen to recognize the dedication and service of the new members of the band. By their actions, the freshmen become familiar with and respect everyone's dedication to the band program. At no point will their duties be abusive and/or demeaning. Hazing is against the law and at anytime anyone feels that they are being hazed, they will report it immediately to the head director. Duties will start the first day of summer band and end the day of region marching contest.

Freshman duties will be:

1. Filling water jugs and carrying them over to a director's truck.
2. Freshman boys will aid in cleaning up band trash at the football game
3. Double checking buses for trash from out of town games or performances

#### MARCHING UNIFORM

All marching band students will be fitted for a band uniform during summer band. This does not mean that they will be issued the uniform each week. Students who do not keep up with their responsibilities may have their uniform taken away. Uniform care is the responsibility of each student. This includes their hat as well. Any rips or tears or discoloration due to a student's negligence will be the student's responsibility. Keep in mind that these uniforms cost almost \$500 each to replace. Students need to inform the band staff about lost buttons, broken zippers, or any other minor repairs that need attention. Students may take their uniforms home only for minor repairs, alterations, or pictures. At no other time may a student take their uniform home. Students will be responsible for their hangers and garment bags. These items will be replaced by the student at cost for loss or severe damage. Students are expected to take care of their hats. At no time should any other item be placed in the hat box (especially food or candy).

## PEP RALLIES

Every band member must attend pep rallies. If a band student is involved in pep rally activities, they must notify a band director in advance. Pep rallies are not held for all games; however, all students must attend all pep rallies that are scheduled. Pep rallies generally occur for all home games. If a student rides the bus, he or she needs to make prior arrangements for securing a ride home. Students who skip pep rallies will lose game privileges. Any absence must be cleared ahead of time with the high school director. All band members will remain with the band for the duration of the pep rally. Any student who is at the pep rally and not with the band can lose game privileges unless excused by the head director.

## PARADES

Every band member must attend parades. If a band student is involved in parade activities they must notify a band director in advance.

## FOOTBALL GAMES

All students are required to attend all football games unless otherwise excused by the head director. This also includes students who are not marching in the show for that particular week. During marching season, uniforms and hats will be issued in the band hall before the band departs for an event. Label all personal items so they can be identified if they are lost.

Football games supplies:

1. Instrument
  - a. Music
  - b. Flip folder
  - c. Lyre
  - d. Miscellaneous items (reeds, valve oil, grease, etc.)
2. Uniform
  - a. band t-shirt (most recent)
  - b. clean black socks (calf-length with no logos or pictures)
  - c. black marching shoes
  - d. hat
  - e. white gloves
  - f. plume
  - g. gauntlets
  - h. sash
  - i. band shorts

## IN THE STANDS

Band students are encouraged to have fun during marching season, but they are also expected to display pride, professionalism and respectfulness while representing their school at band events. A supportive attitude and cooperation from each individual regarding the following policies will ensure an enjoyable and successful season for all:

**No jewelry** may be worn with the band uniform. We understand certain items have some endearing value. In these cases they may be worn underneath the uniform. Students are advised to leave their jewelry and all valuables at home to prevent loss or theft.

**No excessive make up** on female students. Female students may wear light make up. Lip stick may not be worn during rehearsal and/or performance. Colorguard female may wear costume makeup if it is cleared by the head director. Male students will not wear make up.

**No hair dye** is permitted due to sweat permitting the uniform fabric.

**All boys must be clean shaven** when wearing the band uniform or concert attire.

**No MP3 players, video games, or other personal electronic devices** are permitted in the stands, and are discouraged on the buses due to the potential for loss or theft.

**No cell phones** are to be in use in the stands or on the field. We understand the importance of the cell phone; however, they can hinder the preparation and performance of the band.

**No food, candy, or gum** may be brought on the stands. We will provide water and energy drinks during games, contests, and other marching events.

**No non band members** or ineligible band members, except for band sponsors may be in the stands.

At no point will the band “Boo” or yell against the teams or calls being made by the referees. We serve our team in a positive supportive role.

In order to be 100 percent ready to perform we must adhere to the following.

1. Keep all items in order.
  - a. Music in flip folder
  - b. Lyre on instrument if needed
2. Instrument in lap when sitting down or in hand while standing.
  - a. Tuba and battery percussionist are allowed to place their instruments to a ready position near them
3. Stay in your seated area.
  - a. Do not wander in and out of the band sitting area.
  - b. If you feel compelled to dance during a drum cadence, you will do so in your spot.

#### HALF TIME PERFORMANCE

This is one of the band's most important performances for its public. It is crucial that we maintain a view of discipline, focus, and readiness. The Band spends many hours of preparations and there are many people who look forward to seeing the band perform. The band requires all of your energy and concentration on a great performance. In most cases we will listen and be supportive of the efforts of the other band's performance.

#### DISMISSAL FROM STANDS

The loading crew will be released early in order to load or prep cases at the band truck. The band will dismiss in an orderly fashion, one section at a time. It is important to keep track of all music and other items.

#### UNIFORM CHECK-IN

Upon returning to school, students must check in their uniforms and hats before going home. Please place hats in their cases and hang the garments properly on their hangers, making sure all buttons are buttoned; zippers are zipped, etc., before turning them in. You will be turned away and have to go to the back of the line if your uniform is not accepted by the quartermasters. After the band staff has successfully inspected that all uniforms, instruments, and equipment are stored properly in the band hall, the students will be dismissed to go home.

#### STUDENT PICK-UP

For the safety of all students, parents or guardians should make arrangements to be at the school when the band returns, ready to pick up their children.

#### MARCHING BAND FEES

Every year the band orders new items for the freshman and new members. Upperclassmen also must pay yearly fees for items.

1. **BAND SHOES** - All students that march with the Trojan Marching Band must purchase a pair of marching shoes. The cost of these shoes will be about \$35.00. If taken care of, these shoes will last the entire four years. Also, students will need pair black socks (calf-height) that will be worn for all performances. Any other color socks may cause the student to lose marching privileges.
2. **BAND T-SHIRT**- All marching band students will need to buy a band shirt. The price will be about \$10.00 to \$15.00. The shirt is worn under their band uniform. The shirt will also be used at times during the year in place of a uniform.
4. **SHORTS** – All marching band students will need to buy a band shorts. The price will be about \$10.00 to \$12.00. The shorts is worn under their band uniform.
5. **FLIP FOLDER**- All marching band students will need to buy a flip folder. They may purchase them from the band staff or local music store. The price should be about \$5.00.
4. **DRINK FEE**- All marching band students will need to pay a \$10.00 drink fee. This allows all students to receive a drink at the end of each performance.

Checks are made out to **A.C. Jones High School**. The band understands that some families might have problems with paying such a large amount of money especially if they have two children in band. In these cases directors ask that we be made aware of any problems during summer band so that we can meet the Sept. 31<sup>st</sup>. deadline for all payments. All dues that miss the deadline will be submitted to the principal's Obligation List. This list can keep students from registering, attaining transcripts, and graduating. Any student wanting to sign up for UIL Solo & Ensemble will not be allowed to register for their event if their fees are not paid.

Note: All fees are subjected to change due to music store pricing.

## IN TOWN PROCEDURE

They will then check out their uniform and hat. At all games, the students will have uniform inspection. They must have black band shoes, black socks, their instrument, and their music in a flip folder in order to be allowed out of the band hall for the game. Students will wear gym shorts under their band uniforms. No jeans or long slacks will be worn under the band uniform. On cold nights, overall or pants are permitted as long as they are not seen.

After being dismissed from the band hall, the students are to report to parade formation in their section at the north end of the parking lot. Students will **not** be given a break during home games. They will be given a soft drink after their half time performance, but must remain in the stands for the entire game.

It is tradition that the home team performs the "National Anthem". If the song is sung, we will rise in respect for the lives that have fought to defend our freedom. It is common knowledge to place your hand over your heart while the "National Anthem" is being performed. Refrain from singing along in order for the soloist to perform independently.

## OUT OF TOWN

Before attending out of town games, students will be allowed to sign a bus list. We will use the same bus lists for the entire marching season. The head director reserves the right to move student from bus to bus on the basis of parent request, in cases involving 'couples', or matters between two band members. Students cannot switch buses at any time.

While on the buses, the students will follow the following procedures.

1. Students may only bring MP3 or Discman size players that have headphones attached. Students will not play any music unless it is through headphones.
2. State law prohibits standing or moving from one seat to another while the bus is in motion.
3. While riding the bus, students are not to stand on the seats or sit on the back on the seats while changing into or out of their uniform.
4. Students will keep their area clean of trash. Only drinks with twistable lids will be allowed on bus trips.
5. "Couples" will be allowed to sit together only if they behave maturely.
6. No laying or leaning on others. No matter what gender.
6. All coverings such as a blanket or jacket will only cover one person.

The loading crew members are the only students who are allowed to wait until after unloading the truck to put on their uniforms. All students must get their instrument from the instrument truck and put their instrument case on their bus except for drum line and large instruments. All students are to immediately report to their section. The band marches into the bleachers while the drum line plays cadences.

Once the band warms up and plays the "Alma Mater", "Fight Song", and "Go Mighty Trojans," students are allowed to go to the rest room two at a time. If the night appears to be humid or uncomfortably hot, the head director may allow the students to take off only the jacket portion of their uniform and only if they are wearing the official band shirt.

Students will be issued a drink during the third quarter of each game. No food will be allowed in the band during the game. The band uniforms need to stay as clean as possible. Students with medical needs that require that they eat at certain times will be allowed special latitude. Otherwise, students need to eat dinner before the game.

## CONCERT SEASON

At the conclusion of football season the band enters into concert season. This is a time when we prepare for our annual Christmas Concert, Solo and Ensemble competition, Concert and Sight-Reading contest, and the Spring Concert. The majority of this work is done during class. Should it be necessary, after school practices and sectionals will be scheduled. Students who do not practice or show sufficient progress will be scheduled for after school practices or will be moved to a lower band. These decisions are up to the individual director of each group. Each director reserves the right to reorganize his/her classroom's structure as he/she feels fit.

## TRYOUTS

At the end of each school year the high school band goes through a series of tryouts. These tryouts help determine the placement of the individual student within the various concert bands. Students will be given tryout music no earlier than one week before the tryout is to be held. After the entire tryout is over, students will be ranked according to how well they played and along other factors such as academics, behavior, attendance, and schedule. This will help determine the student's final placement in the bands. The head high school director will make the final decision as to the placement of each student. Due to the nature of UIL Varsity groups (symphonic band), students may be moved from the symphonic band to the concert band and vice versa.

Students with no previous band experience may not sign up for any band class unless authorized by the head director. Students with little junior high playing experience must audition for the high school staff before being considered for the high school band. The head director will make the final decision in all of these matters.

#### CONCERTS

- Christmas Concert (1<sup>st</sup> semester exam)
- Spring Concert (2<sup>nd</sup> semester exam)
- Graduation Concert

## - - - - - M I S C E L L A N E O U S - - - - -

### MEDICAL RELEASE FORM

Each student is required to have a medical release form on file with the band directors before they will be allowed to attend any performance that requires the student to be away from the school. The student's legal guardian must sign this form. This form is required by Beeville Independent School District for the medical safety of all students. Please fill in, sign, and return the medical release form at the end of this handbook.

### UIL

In order to participate in many of our performances at UIL events, the band will follow UIL rules. "No Pass No Play" is taken very seriously and is followed strictly.

#### MARCHING CONTEST

UIL Region Marching contest is the greatest goal during marching season. Performing for judges with other bands watching is a unique experience. All of the preparations of music, drill writing, colorguard routine, and staging all come into play at one contest. The Mighty Trojan band will always strive to achieve a 1<sup>st</sup> Division for marching. We, as representatives of A.C. Jones High School and of Beeville, take honor in competing with all bands, to be weighted and counted as a competitive group.

#### SOLO AND ENSEMBLE CONTEST

All band students are encouraged to participate either in a solo and/or ensemble. With a score of a 1<sup>st</sup> division at Region contest, they may be permitted to compete at the state competition at the University of Texas in Austin. All students that would like to participate in the contest must pay a refundable insurance fee of \$10 per event entry. If the student can not participate due to their fault (being ineligible, not practicing, bad management of other activities), their fee will be donated to the band's activity fund. Students that make it contest will be refunded their fee per event. All fees will be secured until contest day.

#### CONCERT AND SIGHT-READING

UIL Concert and Sight-reading contest is the greatest goal of the spring season. UIL considers the symphonic band to be the varsity group and the concert band to be non-varsity. UIL requires the varsity group to attend contest. Members in the symphonic may be moved to concert band because ineligible or underperforming. Members in the concert band may be moved to symphonic band due to necessary needs of the symphonic band.

### ATSSB - REGION BAND

Band students are encouraged to tryout for region band. They will compete with other schools in the district. If they score high enough, they may be permitted to tryout for the region band. Afterwards, if their scores are high in area tryouts, they have an opportunity to represent the school in the All-State Band in San Antonio's Texas Music Educators Association Convention in February. The Mighty Trojan Band may honor chair placement from ATSSB tryouts for chair placement in symphonic and concert band.

### TRADITIONS

#### FIRST FRIDAY

All freshman and or incoming new students will stand before the upperclassmen and sing the school alma mater on the first Friday of summer band. Students will be given the words before hand and, as has been the tradition for many years, will stand and sing as a group. Any student that does not come on that day may have to stand before the entire group upon returning to summer band.

## ALMA MATER ON BUS TRIPS

It has been tradition for many years for every bus (with its students) to sing the Alma Mater when the bus turns in the block of the school. The director of that bus may hold the students in the bus until it is sung to their satisfaction.

## PRIVILEGES

The head director reserves the right to allow privilege to any person or group. When conflict arises with privileges the head director has the discretion to disband any or all privileges.

Some of the most common privileges are:

1. seniors may board buses first
2. seniors may sign the bus list first
3. seniors may pick-up and drop-off their uniform first

## *BELIEF SYSTEM*

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### SENIORITY AND SPECIAL TREATMENT (FAVORITISM)

Traditions that were established many years ago by different directors are not viable and may not be reestablished by a new director. No student or group of students has the right to change rules of this hand book at their discretion. Seniority does not carry with it the idea of special privileges. Every student must earn their position each year. People that work hard and follow the bands expectation will be rewarded and those who do not, no matter what their grade level, will not.

Students that show leadership and integrity may be given duties for band and its members. The band does not classify this as favoritism.

### UNDERLINING PHILOSOPHIES

1. Every person decides their own fate. By your own actions you will choose to excel or fail.
  - a. The teacher does not fail you, you fail yourself.
  - b. If you think you will fail, you will fail. If you think you will succeed, you will succeed.
2. No one person is excluded from redemption. We start anew every day and hope to change our failing ways.
  - a. If you are excluded from performances, it does not mean that you can not change minds by positive actions.
  - b. If you are removed from an organization, it does not mean that you can not renew yourself in another.

You are the future of music education. You may never want to teach music in your life, but you will gain the knowledge of how to respect and appreciate music and the musicians that perform it.

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## A L M A M A T E R

We pledge our honor to the Orange and White.  
We will be loyal through the day and night.  
And even when we are losing we are winning too.  
With our high spirit and hearts so true.

## F I G H T S O N G

Let's give a cheer for the Trojans  
Cheer them along their way  
Onward to victory  
May we win again today

So give a cheer for the Trojans  
Long may they reign supreme  
Shout! Till the echoes ring  
For the glory of our team.

Yea Orange! Yea White! Yea Trojans! FIGHT! FIGHT! FIGHT!

# BAND HANDBOOK ACKNOWLEDGEMENT FORM

I, (print student name) \_\_\_\_\_ understand and will abide by all of the rules and policies stated above in the Mighty Trojan Band Handbook. By not signing and returning this form, I forfeit any privileges and endanger my enrollment in the band program. I also understand that a parent's or student's signature binds that agreement regardless if the Band Handbook is read.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Date

I (Circle one) allow or do not allow my child to be photograph or video taped for a newspaper publication, the band web site, or to be used in motivational/promotional uses for the band.

## 1. Parent/Guardian Information

Name: \_\_\_\_\_ Relationship to student: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Work/Alternate Phone: \_\_\_\_\_

Can the band staff call you at work? Yes or No (circle one)

E-mail: \_\_\_\_\_

## 2. Parent/Guardian Information

Name: \_\_\_\_\_ Relationship to student: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Work/Alternate Phone: \_\_\_\_\_

Can the band staff call you at work? Yes or No (circle one)

E-mail: \_\_\_\_\_

**TO BE FILLED BY BAND STAFF**

1. Parent Contact    In Person    Phone    E-mail

Date: \_\_\_\_\_

Band Director: \_\_\_\_\_

Parent Name: \_\_\_\_\_

Reason for Contact:

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2. Parent Contact    In Person    Phone    E-mail

Date: \_\_\_\_\_

Band Director: \_\_\_\_\_

Parent Name: \_\_\_\_\_

Reason for Contact:

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3. Parent Contact    In Person    Phone    E-mail

Date: \_\_\_\_\_

Band Director: \_\_\_\_\_

Parent Name: \_\_\_\_\_

Reason for Contact:

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4. Parent Contact    In Person    Phone    E-mail

Date: \_\_\_\_\_

Band Director: \_\_\_\_\_

Parent Name: \_\_\_\_\_

Reason for Contact:

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STUDENT NAME: \_\_\_\_\_

PARENT AUTHORIZATION FOR  
SCHOOL SPONSORED TRIPS  
&  
MEDICAL RELEASE FORM

I am the parent or legal guardian of the student named above, and authorizes this student to attend school-sponsored trips to be supervised by school personnel. I also authorize school personnel and any accompanying sponsor to secure emergency medical treatment in case of accident or illness. Such authorization is in effect for the 2017 - 2018 school year, and may be revoked at any time.

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Doctor: \_\_\_\_\_

Allergies: Yes/No \_\_\_\_\_ If Yes, \_\_\_\_\_

Medications(s): \_\_\_\_\_

Insurance company: \_\_\_\_\_

Name on account: \_\_\_\_\_

ID #: \_\_\_\_\_ Group #: \_\_\_\_\_

Insurance co. Phone #: \_\_\_\_\_ - \_\_\_\_\_

*(please mark N/A for those not applied)*

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Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_