

Panhandle High School Band The Pride of Panhandle



Band Handbook
2009-2010

Preface

This handbook has been written for the Panhandle High School Band members and their parents. The purpose of this handbook is to provide information, guidelines and explanations that students and parents will find helpful in making the high school band experience successful and meaningful. Students will be responsible for becoming familiar with all guidelines and policies outlined in this handbook and will be expected to follow them.

Throughout this year, you will experience countless opportunities for growth through rehearsal and performances, travel and competition, and the daily interaction with other band members and directors that share your interests and goals. From the performances in our own community to those across the state, we have always set the highest musical standard. Our students have set their personal goals high as well, with membership in region, area and all-state honor groups. Perhaps most important is the high academic achievement and exemplary conduct that is expected of Panhandle High School band members. Our goal as a band will be to maintain these traditions and these expectations throughout this year.

Thanks to each of you for the time and effort that you will put forth during this year. I'm looking forward to the hours that we will spend together and the accomplishments that we will share.

This handbook is not intended to be all inclusive with every possible situation and question; however, a thorough knowledge of these materials is essential to the smooth operation and success of the band. Although not anticipated, this handbook may be updated or amended at any time.

General Band Rules

1. No food, drinks, or gum allowed in the band hall (except bottled water).
2. Gum is not allowed during any band rehearsal or performance (inside or outside).
3. Be on time for all band functions. Remember to be early is to be on time.
4. Respect the property of the school, directors, and other band members.
5. No student is to hold, play, or otherwise operate or handle another person's instrument. IF IT IS NOT YOURS, DON'T TOUCH IT!!
6. Do not engage in any behavior that will keep a director from teaching or a student from learning.

Attendance

The band is dependent upon ALL of its members. Unlike most other classes where individuals are accountable only for their success or failure, the success of a band student is in large part dependent on the full participation of ALL of the organization's members. It is therefore vitally important that every student understand, respect, and execute the following principles:

1. **Prioritize Band Commitments** -- Work schedules, family trips, and other non-school sponsored activities must not interfere with the rehearsal and performance schedules that are posted on the band website and distributed to each student in hard copy form at the beginning of the school year.
2. **Organize Responsibly** -- Students who are involved in other school activities **must** plan ahead responsibly. Proactive, advance planning is essential and must take place:
 - Either to completely avoid the occurrence of a legitimate conflict OR
 - To favorably resolve the presence of a legitimate conflict for the benefit of all parties involved.
3. **Plan Proactively** -- Ask to receive a complete semester schedule from all of your activities so that you will have the maximum amount of time to work out potential schedule conflicts.
4. **Communicate Timely** -- The band directors will work together with the other teachers, coaches, and directors of various activities in order to give each student every opportunity to participate fully in all activities. You must do your part to communicate with coaches, teachers and other directors also.

The following attendance policies will affect the student's grade and band participation eligibility:

5. **Unexcused Absences** – Unexcused absences from scheduled rehearsals and performances include, but are not limited to:
 - Doctor's appointments
 - Work
 - Non-school organization meetings
 - Family Vacations or Evenings Out
6. **Tutorials** -- Students attending tutorials that will cause you to miss a scheduled band event, at any point in the year, must communicate with the directors **before the tutorials start**. You must make up any absence or partial absence from sectional or rehearsal. Failure to do so will affect your band grade accordingly.
7. **Sectionals** – Every student will be required to attend a section rehearsal one time per week in the spring semester. The sectional schedule will be set soon after the beginning of the semester.

Disciplinary Procedures

Any failure to follow the rules set forth in this handbook will result in disciplinary action. Any action will follow this procedure:

1. Verbal Warning
2. Band Detention
3. Parent Conference and additional Band Detention
4. Administrative Referral
5. Formal reevaluation of continued band participation

Progression through this sequence is at the discretion of the directors.

A student being assigned band detention will be required to complete extra work as assigned by the directors. The extra work can include, but is not limited to, the following:

- Remedial Academic Study
- Band Hall Detail Work
- Cleaning
- Reorganizing
- Graffiti Removing
- Equipment Moving
- Music Library Work
- Post-function Cleaning
- Written Music Work

Grading

Grades will be determined using the following criteria:

- Weekly and daily playing tests, taped tests, and written tests
- Instruments, books, and supplies used in class daily
- Six weeks and semester tests
- Memorization of marching band music at scheduled playoff dates and times
- Attendance and participation at all extra rehearsals at the scheduled time
- Attendance at all public performances

Performances are the only way a band member can share his/her gift with others. They are also the only way our patrons have any knowing how much you have learned and improved and are a major part of each student's grade. Students are expected to stay for the duration of each concert and football game in order to hear the progress made by each group and to receive grade credit.

- Inspections (instruments, music, band books, pencils, reeds, valve oil, and other supplies.
- Punctuality to class, extra rehearsals, and concerts

Eligibility

Texas law requires that students maintain passing grades (70 or above) in all classes to participate in UIL or other extra-curricular activities. A failing grade brings a three week non-participation penalty, beginning one week after the grading period ends. The eligibility rules begin with the first six weeks grading period. For a variety of reasons, each year seems to present some new challenge or circumstance when dealing with eligibility issues. To avoid any conflicts and questions about eligibility, **JUST PASS YOUR CLASSES**. Teachers at Panhandle High School are always willing to help a student succeed. Do the work required and turn it in on time, take advantage of tutorials when offered, and put forth honest and genuine effort in class.

Equipment

Maintenance and care of school equipment issued to students becomes the responsibility of the **student and parent**. Abuse, lack of basic maintenance or accidental damage will be repaired at the renter's expense. An instrument usage fee of **\$50.00** will be collected on all PISD instruments and is non refundable. This rental fee is only a small portion of the actual cost to maintain an instrument. **Percussionists are required to pay this fee as well.**

Each student will need to have the appropriate accessories for his/her instrument.

- Brass – mouthpiece, valve oil, slide grease
- Woodwinds – cleaning cloth, appropriate swab, **3 or more good reeds**, cork grease
- Percussion – All appropriate sticks/mallets

Fees

Each member of the PHS Band will pay a one time fee of \$30 at the beginning of the year. This fee will cover the following items:

- Band Shirt(s)
- Gloves (if needed)
- Other miscellaneous band expenses your student may incur.

The school will order and provide all of these items. Reeds, valve oil, and other personal instrumental items are **NOT** included in this fee. Please make checks payable to Panhandle ISD. All fees need to be turned in with the handbook verification form.

Uniforms

- Protect your uniform from the elements of nature by using a uniform bag.
- Band members will be held accountable for all damaged or lost articles.
 - Coat (\$98)
 - Pants (\$45)
 - Plaque (\$35)
 - Gauntlets (\$32)
 - Hat (\$28)
 - Shoes (\$25)
- Hair must not touch the collar of the jacket nor should hair be seen on your forehead when you perform. **No jewelry is to be worn with the marching uniform.**
- Uniform accessories needed: black shoes, black socks, and black gloves.
- The uniform is to worn completely at all times. **YOU SHOULD NEVER BE SEEN IN PUBLIC WITH ONLY PART OF YOUR UNIFORM ON!**
- Our uniforms are machine washable. Please see the attached care instructions. You are liable for any damages caused to the uniform through washing. **Please be careful!**

Stadium Conduct

- Stay in your assigned place. A seating plan is designed for the best sound and visual appearance of the band.
- Be ready to play stand tunes on short notice.
- No one is allowed to leave the band area without a director's approval.
- Band members are not allowed to have food in the stands or go to the concession stand for food or drinks during the game. We will have water available at halftime and for emergencies.

Travel

When the band travels as a group, the following must be observed.

- Conduct – school sponsored trips are extensions of the school day with school regulations in effect for the duration of the trip.
- Bus Procedures – All members will travel to and from each event by bus. If another arrangement is necessary, this must be discussed with a director in advance. Students **will not** be released to anyone other than parents.

It is very important that all rules are followed. Your failure to follow all rules will jeopardize the opportunity for future trips to occur.

Lettering

Every band member is eligible to letter in band during each year he/she is in the organization. To qualify, you must meet the following criteria.

- Maintain an average of 80 or above in band for the entire school year.
- Attend all required band functions and performances with no unexcused absences.
- Participate in THREE of the following events:
 - Audition for Region Band
 - Make and Participate in All-Region Band
 - Participate in UIL Solo/ Ensemble Contest
 - Make a division one at UIL Solo/ Ensemble Contest
 - Qualify for State at any competition (ex. All-State Band, Solo and Ensemble, etc)
 - Attend a summer band camp (you must show proof that you attended)
- Abide by all rules of conduct and policy as stated in the PHS handbook and PHS band handbook.

Miscellaneous Procedures and Information

- Students should keep their name on their instrument at **ALL** times. Name tags will be furnished for each band member. Please fill the information out of these tags. Percussion must label their stick bags and all other equipment.
- Money given to directors by students and parents for fees will be issued with a receipt. **Parents are also advised to send these fees in form of a check if possible.**
- Any monies turned in by a student that were **raised** under the auspices of Panhandle I.S.D. or Panhandle Bands are non-refundable. **On a case by case basis, any payments made directly by a student or their parent can be refunded. Please consult the directors.**
- Band is considered a two semester elective
- Pencils are the only writing utensils allowed in the band hall. No pens please because of the carpet.

Communication

The yearly activities of the Pride of Panhandle Band are typically communicated to students and parents through the following media:

- General E-mail
- PHS Band Website
- Band Hall Postings
- Regular Mail

(<http://classroom.panhandleisd.net/webs/jason.jones/>)

Students and parents can expect written communication from directors throughout the course of the school year. Generally, this is handed out in preparation of major events such as concerts, football games, and contests. We would also like to include parents with e-mail newsletters that will be sent out periodically. The band e-mail address is jason.jones@region16.net. Please feel free to call or email us at any time.

Parents wishing to discuss their child's grades or course expectations will need to set up a conference by contacting us in advance so that we can make sure our schedule is clear.

Thank you for your help and interest in the PISD Instrumental Music Program.

CESARIO UNIFORM CARE GUIDE

THE CESARIO COLLECTION OF BAND UNIFORMS IS PERORMANCE WEAR MADE FOR EASY CARE, COMFORT, AND DURABILITY.

LAUNDERING

Jackets and Bib Pants:

Jackets and bib pants are made of completely washable poly-gabardine. Machine wash and dry on the gentle/knit cycle in **cold** water. **Never wash in hot water!!!!**

Caution: Do NOT use a hot dryer setting! A hot dryer setting will remove the press. Use a cool setting. When dried on a cool setting, uniforms will require very little touch up. **Remove them from the dryer and place on a hanger immediately. Touch up pressing on extended shoulders and collars should be done after each wash.** Touch up pressing on pants with a warm iron may be desired occasionally, or the **pants** may be professionally pressed after several washings and dryings.

Be sure to dry garments completely before storing.

Do not use liquid fabric softener on Cesario band uniforms! If a softener sheet is required, use only 1 sheet while drying.

If a stain does occur, sponge with water or treat with an appropriate product before it has time to set and before laundering. **(See stain removal “Quick Reference” guide)** You may use “Spray and Wash” and other **non-chlorine** stain removers when washing. **Use only non-chlorine detergent!** Many detergents are harsh and have a bleaching ingredient that will cause even colorfast fabric to migrate.

Garments or Pieces with VELCRO:

Make certain that the hook side of the Velcro is not exposed when laundering uniforms to avoid a “picking” of the fabric.

Extended Shoulders (Wings) and Collars:

If jackets have extended shoulders or wings, fold them back onto the shoulder during washing and drying. Also do this when transporting uniforms. Folding allows them to hold their shape much better. **Steam pressing shoulders and collars is required to retain their proper shape and appearance due to heat bonded interfacings.**

Gauntlets:

The gauntlets may be washed on a gentle cycle and dried on a permanent press setting in a dryer following the same washing instructions provided for the coat and bib pants. **Make sure to hook the Velcro closure together when laundering in a machine to avoid picking of the fabric.**

Plaques:

The plaques are made from specialty or **unique fabrics** (luster brass). These **must be hand-washed** in cold water then towel dried to remove excess water. They should lie flat to dry. Only wash the plaque if it is absolutely necessary. Take care when storing the plaques because they can crease if folded. Make sure they are flat and preferably attached to the coat. **Do not under any circumstances ever iron the plaque!**

GENERAL PRECAUTIONS AND FYI:**Buttons:**

Buttons are tack-back buttons. The top of the button is plated brass which will not rust. The back and tacks have a rust resistant coating.

Precaution:

NO perfume, deodorant, or hair spray should be sprayed on or next to garments. The residue from these items will cause a build up on the fabric or sequins causing them to lose their luster. Excess friction of Velcro with the fabric may pick the fabric. "Picks" are easily removed with an electric beard trimmer or tool designed for this use.

Important:

Make any repairs as needed. Repair of minor seam rips or loosening of trim must be taken care of before the problem gets worse.

Dry Cleaning:

Can garments be dry cleaned? Yes, but we **do not recommend it**. Colors remain brighter with machine washing and chemicals used in dry-cleaning can often affect the material from which the uniforms are made. **Never dry clean the plaques!**

STORAGE:

Never stack or store a damp or wet garment from water or from perspiration. Do not place in a plastic bag. Let it dry out first. All garments are washable, unless otherwise stated. However, this does not mean that careful care and repair are not necessary. It is extremely important that the uniforms are properly hung and dried after each time they are worn.

PROPER WASHING AND GENERAL MAINTENANCE WILL ADD LIFE TO ALL YOUR PERFORMANCE WEAR AND ALWAYS KEEP YOU'RE THE UNIFORM LOOKING FRESH AND PREPARED.