

Member & Parent Handbook

Please look through the following sections:

- 1. Introduction
- 2. Grading Policy
- 3. Attendance, Auditions and Conduct, Cell Phone Policy
- 4. Primary, Shared, Alternate Marching Assignments
- 5. Rehearsal/Instrument Supplies, Uniforms, & Water Coolers
- 6. Private Lessons, School Instruments, Band Banquet
- 7. Percussion Expectations
- 8. Winter Guard Addendum
- 9. Travis High School Band Handbook Acknowledgement (must be signed and submitted)

Introduction

Purpose

The Travis Band Handbook is a guide for students to gain the most from their time as a member of the band program. It is also intended to provide insight into the everyday practical experiences of being a part of the organization.

Mission

The mission of the Travis High School Band is to provide each student with a well-rounded musical experience in a family-oriented and supportive environment that fosters learning, growth and the development of practical life skills.

About the Band

The Band Directors at Travis High School are Taylor Smith, Garrett Tagliabue, and Jacob Bori. The Travis High School Color Guard is directed by Jocelyn Marroquin.

The Bands of Travis High School include the marching band, concert bands, jazz ensembles, percussion ensembles and chamber groups.

Throughout the history of Travis High School, the Travis Band has established itself as one of the premier band programs in the State of Texas and endeavors to be a role model for music education and student leadership in the United States.

Grading Policy

Student grades in the Travis High School Band will be based on performance in the following six areas:

Writing/Daily Preparation/Supplies (5%) Rehearsal Attendance (20%)

Performance Attendance (20%)

Daily/In-class Performances (15%) Music Pass-offs (20%)

Exams (20%)

Following is a breakdown of the grading system for each:

Writing/Daily Preparation (5%)

- All paperwork submitted as required
- Daily Writing Assignments
- Proper performance/rehearsal ATTIRE as required
- Instrument
- Music Binder
- Flip Folder
- Pencil
- Tuner with clip on microphone (available at Music & Arts, Amazon)
- Metronome (you can find a tuner/metronome combo from KORG)

Rehearsal Attendance (20%)

Attendance at all scheduled rehearsals is mandatory. Students will receive a zero for all unexcused absences. Excessive unexcused absences during in- class/school day rehearsals will also directly affect this grade.

Marching Band Rehearsal Attendance

All marching band rehearsals begin promptly at 4:00pm. Thus, all Tiger Band students should have ample time to visit a tutorial prior to marching band rehearsal beginning. Additionally, all students have one day off per week to allow for extended tutorial sessions or scheduled doctors appointment

Concert Band Sectional/Rehearsal Attendance

All concert band sectional and full band after school rehearsals are required. Each band will have up to one sectional and one full band rehearsal after school per week. Students will have multiple days off per week to allow for tutorial sessions or scheduled doctors' appointments.

Performance Attendance (20%)

Students will receive a grade for attending and performing at each concert and competition.

NOTE ON ATTENDANCE: Attendance at ALL concerts, competitions, performances, and before/after school rehearsals is mandatory. Students who wish to submit an "excused absence" may do so by emailing their director and turning it in at least 48 hours prior to the rehearsal absence. Students who fail to submit an email will receive a "Zero" for the missed rehearsal or performance.

Excused absences are limited to:

- 1. Medical Emergency (Doctor's note required)
- 2. Death in the Family
- 3. Competition/Athletic event (conference with coach required)

Daily/In-class Performances or Participation (15%)

Individual student performances of assigned rhythm, or scale performance exercises during class. Band members will perform in front of the class multiple times during the semester and will be evaluated with a numerical grade out of 10 points:

- 10 Perfect, fluent performance with no errors
- 8-9 Few mistakes, student recovers quickly
- 6-7 Incorrect rhythms or notes, but student completes performance
- 4-5 Incorrect rhythms or notes, may not complete performance
- 1-3 Glaring performance errors, preparation not evident

Music Pass-offs (20%)

Each student will complete music pass-offs during the fall semester (during class, before school or after school). Pass-offs will be completed in front of a band director, member of the Band Staff or through Google Classroom. All students are responsible for music checks during the fall and the spring semesters. Some will be during class, others will be on a first come, first served basis after school. Music checks will follow the standard rubric for Region/State etudes.

During concert season, a weekly listening assignment will be established to pass-off the UIL Contest Material through Google Classroom or during band class in front of a band director.

Students may also be evaluated on region music, scales and other technique exercises based on the ensemble's requirements. Percussion students who are placed in primary percussion spots for marching band will be required to audition for Region Band (battery percussion & mallet percussion).

Exams (20%)

Each semester, students will take a mid-term and final exam during class. The exams may include written theory and musicianship material, singing/rhythm performances, and performance on one's instrument.

In addition to the mid-term and final, students can expect at least one additional exam during the fall and spring focused on sight-singing and rhythm skills.

**Band members should be prepared for out-of-class performances during midterm and final exam period.

Attendance and Conduct

Attendance & Commitment to "BE THERE"

Because the Travis Band functions as a team and counts on each member's presence at rehearsal to accomplish the goals, <u>prompt attendance at each and every band function is mandatory and a part of the commitment to the program.</u>

You should NEVER allow transportation to be the reason why a student isn't at rehearsal.

For attendance purposes, a band function is defined as: Any rehearsal, sectional, performance, trip, or event scheduled by a Director.

Each member is responsible to be at the required location, properly attired, with his or her instrument and all of the necessary equipment, *before* the appointed time that Roll Call takes place.

The following guidelines outline the attendance procedures and policies for the marching band:

The Directors will establish a "Roll Call" time for each rehearsal. Students should be standing in the form prepared for this, but should arrive at least 10 minutes prior to this time to allow for unpacking, and other preparations for the rehearsal.

Excused Absence

Your grade in the Travis High School Band will reflect active participation in rehearsal and success as a performer. Coming to rehearsal prepared continues to reign paramount over all things, enabling you to enjoy a successful performance during competition season.

Excused absences are limited to:

- 1. Medical Emergency (Doctor's note required)
- 2. Death in the Family
- 3. Academic Intervention (conference with teacher/counselor required)

For advanced notice absences, parents/students should e-mail the Head Band Director no later than 48 hours prior to the missed rehearsal.

Students who are continually ill should provide a Doctor's note in case there are special instructions we need to follow. If in doubt, an absence should be checked with a director.

Absences/Tardies

A tardy will be converted to a mark of "absence" 15 minutes after the rehearsal begins unless proper documentation is provided (i.e. THS Tutorial Pass from teacher). Tardy is defined as arriving to an event after the start time. Excessive tardiness will follow the same consequences as unexcused absences.

<u>Special note:</u> On most weeks, students have one afternoon free during the marching band season. Please use these days for doctors' appointments and routine professional visits as well as extended tutorial sessions.

Without question, schoolwork and academics remain the number one priority for all students at Travis High School, whether or not they participate in a varsity sport or co-curricular ensemble. With that said, "I had a lot of homework last night..." or "I had family over last night..." will not suffice as an acceptable excuse for missing a rehearsal. It is up to you to learn to balance your time responsibly. We will help with this, but planning is key!

Participation in the Travis Band means a commitment to not only one's own time management, and personal improvement, but also to other members of the team. All students received detailed information on the amount of hours of rehearsal each week to plan for and in following through with the audition, students and parents agreed to develop a time management plan that would allow balance between school and this varsity sport.

Barring unforeseen medical emergencies or loss of a family member, no further conflicts are expected or accepted. Should an academic conflict arise, parents should schedule a meeting with the Band Director immediately to discuss possible scenarios.

Unexcused Absence Consequences

Students who have an unexcused absence will be subject to one of the following consequences:

- 1. Loss of status as a primary marcher
- 2. Lowering of rehearsal attendance/performance attendance grade
- 3. Loss of marching privilege for one or more games.
- 4. Loss of attendance privilege at one or more games.
- 5. Removal from the marching band

Sectionals

Sectionals may be called by a Band Director or by the Section Leader. Section Leaders must obtain approval from a Director in advance and give the section at least 24 hours notice for all sectionals. Section leaders MUST ensure that a sectional will not cause a violation of the 8-hour rule. Sectionals shall be used to play-off or prepare music.

Eliaibility

Many band activities are designated by the state as extra-curricular. These activities are therefore governed by the state laws regarding participation.

The state law is such that a student shall be suspended from participation in all extra curricular activities sponsored or sanctioned by the school district during the six week period following a grade-reporting period in which the student received a grade lower than seventy in any one class. However, the student may not be suspended from participation during the period in which school is recessed for the summer. Also, students are not suspended for practice or rehearsal of extra-curricular activities.

Starting in the Summer of 2019, the UIL & TEA passed a state law that says that Concert & Sightreading (spring semester performance) is an evaluation and will no longer be held to the UIL/TEA "No Pass-No Play" rule. This will only be in effect for Concert & Sightreading Evaluation and their academic standing will have no bearing on their participation in this evaluation. However, the "No Pass-No Play" rule will still be in effect for marching band, all athletics and for students taking field trips that are not for UIL Concert & Sightreading Evaluation.

Students may regain eligibility under certain circumstances. If a student has been suspended as a result of failing, he / she may regain eligibility by passing ALL courses in the third week of the affected grading period. Thus, they may regain eligibility at the conclusion of the 4th week of the suspension period.

A few band activities are designated by the state as co-curricular. These activities are those that occur on campus, and are a natural extension of the learning taken place in the classroom. Examples of this type of activity are the public concerts that

are presented at Travis High School. These activities are <u>not</u> governed by the state eligibility law.

General Conduct / Expectations

Band Members will observe all policies set forth by the Fort Bend Independent School District, in addition to the following, as they pertain to the instrumental music setting:

- 1. All students are expected to conduct themselves properly at all times.
- 2. Display of profanity, temper, flagrant violation of rules, etc. will not be tolerated. Individual behavior during a band function is a reflection of the group.
- 3. Students will follow the director's instructions.
- 4. Students will be in their assigned rehearsal area ready to work at the set rehearsal time.
- 5. Students will bring all equipment including music, pencil, instrument, and all the supplies to rehearsals daily. (See detailed supply list for each instrument.)
- 6. Students will keep hands, feet, and other objects to themselves.
- 7. Students will bring no food, drinks, candy or gum in the Band Hall area without permission from a band director.
- 8. Students will not play on equipment they do not own or have permission from a director to use. Students will not touch, handle, borrow, or use anyone else's instrument, uniform, or personal belongings. Students who continue to touch or play on equipment that does not belong to them will follow the 3-strike system:
- 9. 1st offense): Warning; 2nd offense) student loses privilege to play in the stands the remainder of the game; 3rd offense) student will lose the privilege to perform in the stands at all remaining football games but will still be required to attend.
- 10. Students should ask for permission to speak by raising your hand and waiting to be acknowledged. All rehearsals are expected to be extremely quiet so that our time will be utilized wisely.
- 11. When allowed in the band hall, either before or after school, students will not disturb any rehearsal in progress.
- 12. Students will respect the property of others, and return their equipment to its proper storage place when not in use. Each student is responsible for keeping his or her storage area clean.
- 13. Students will not enter the directors' offices without permission.
- 14. Students will not deface or mark on music stands, walls, freshmen, etc.
- 15. Students should keep their equipment in the designated storage area and keep said storage area clean and neat in appearance. Students who demonstrate great difficulty with this may lose the privilege of having a storage area in the band hall.
- 16. Students will utilize their assigned storage slot / locker for instrument cases during rehearsals. Cases should not be brought into rehearsals unless requested by a director.

- 17. Any behavior, which is not representative of good citizenship, as perceived by the band staff, may result in the student's dismissal from the activity at hand as well as the band program. This also applies to the actions of student leaders in both public and private events.
- 18. At no time should a student be without permission from a director in the practice rooms or any other rehearsal spaces.

Social Media Use

The use of social media in our society these days is part of the culture but sometimes that culture doesn't include the proper use and training on best practices. Students as part of the Travis Band must understand that everything they say and do online represents not only themselves and their families but additionally it also represents the Travis Tiger Band therefore no remarks, posts, comments, etc. should be made concerning other bands, students, parents, etc. Should this expectation not be followed the matter will be turned over to the Travis High School Administration for further investigation.

Bullying

Bullying of any kind is not tolerated in the Travis Tiger Band Program. Should any student choose to make a poor decision and to bully anyone through any means they will no longer be part of the Travis Tiger Band Program and will be referred to the THS Administration for further investigation.

Travel Guidelines

The band will frequently travel on both school and commercial busses. Student conduct is expected to be at the highest level on any trip.

Students must travel to events and return from events on the bus. Any student wishing to arrive or leave with his / her parent, must notify a director in writing prior to the event. A decision will be rendered based on the circumstances provided.

Students must have all necessary forms completed and returned, to travel on any trip with the band.

While on the bus, students will:

- A. Remain seated at all times
- B. Sit properly in a forward position
- C. Keep the bus clear of food, drinks, and debris
- D. Keep all body parts inside the bus
- E. Remain silent when addressed by person in charge on the bus
- F. Refrain from loud, boisterous talking, screaming, whistling, etc.
- G. Refrain from public displays of affection.

Special Note:

Students are reminded that all performances / concerts start and conclude at the band hall. As a member of the band, you are a representative of your school. Always be on your best behavior. If you are in doubt about an action, DO NOT DO IT! Your

conduct should positively reflect the school, the band, your home, and your community.

Chaperones

Our chaperones bring together the finest volunteers at Travis High School to ensure the safety of our band students while on trips at away games/ competitions. Students should afford chaperones the same respect they would a Band Director or member of the Travis High School Administration.

Performance / Rehearsal Expectations for the Concert Ensembles

Each of the concert ensembles will perform at various times throughout the school year. Students are expected to participate in the performances of their assigned ensemble. Failure to participate in either rehearsals or performances will result in student removal from the organization at the discretion of the band directors. (See general attendance polices.)

Performances of the concert ensembles will include but are not limited to the following:

- Winter and Spring Concerts
- Band Festivals / Pre U.I.L. Contest
- U.I.L. Contest

Concerts / Performances

Concerts and performances are frequent with all bands. Students should consult their schedules for dates and times. Periodically, the schedule will change and updates will be sent home.

Concerts are considered to have three parts: warm-up, performance, and listening. The concert begins for the student at the warm-up. Punctuality is essential. A concert concludes when the last group performs and directors have given permission for students to be dismissed. A report time will be given.

Concert Guidelines

- 1. All concerts are a group effort, thus, attendance is required.
- 2. All concerts are an extension of the classroom and will be graded
- 3. Students should be punctual and prepared for all events.
- 4. In the event a performance causes a student to miss another class, the student is responsible to make up all missed work!
- 5. The appropriate dress for all concerts will be a dress uniform.
- 6. Students are expected to stay the entire concert.

Solo & Ensemble Competitions

The Travis High School Band sponsors both individual and group music competitions for high school band students. Students are required to perform at both the Solo Contest and Ensemble Contest. The exact performance requirements will be at the discretion of your student's individual band director. Soloists must perform

with piano accompaniment if an accompaniment is published with the solo or with SmartMusic. A band director will contact and set up rehearsals with a piano player for any students wanting a piano player. Students must pay their piano player at the first rehearsal or will lose the opportunity to perform with the piano player.

Audition and Solo Policy

All decisions regarding ensemble placement, chair placement, and selection of soloists is left to the discretion of the band directors. Band members have the ability to audition in December of each year for placement into a higher ensemble. In the event a student places into a higher or lower band, they may have a schedule change. Decisions regarding solos in the marching show, or solos in concert band are left to the discretion of the band director(s) and maybe based on several factors including the semester audition, chair placement, TMEA audition results, past participation, or an open audition. None of these results is final in determining which students will perform a solo. Students and parents may discuss concerns at any time, but the final decision on solos is up to the band director(s) and may be based on multiple factors.

Parent Conferences

The preferred method of contact to the Band Directors is by e-mail. Addresses can be found on the website. Should a conference be necessary, you may e-mail us to coordinate one. Parent conferences will only be scheduled during the directors conference period.

Band Discipline Plan

For a violation of any State Law, FBISD policy, THS school rule, UIL rule, Travis Band rule or requirement, the following disciplinary actions may be imposed:

- 1. Student correction and/or counseling
- 2. Parent notification
- 3. Office referral and loss of band privileges
- 4. Exclusion or removal from the band program

The above information outlines the general plan for most disciplinary issues. However, the disciplinary action imposed in each instance will be at the discretion of the Band Director considering the nature and severity of the conduct, the circumstances of the conduct, its frequency and prior warnings or action, consistency of action considering other situations, and other relevant factors.

All appeals should be addressed to the Band Directors first. Following discussion with a Director, appeals may then go to the Assistant Principal. Appeals to the Principal's office should be made only after the Band Directors and then the Assistant Principals have responded.

Medical, Consent, and Other Forms Requirements

To enjoy the privileges of engaging in certain Travis Band functions, FBISD policy requires that members turn in medical forms, consent and/or permission forms, and other documentation as needed on each occasion.

It is the responsibility of the band member to obtain the required documents, seek the necessary signatures, and return them to the proper person or place by the specified time. To function effectively, the Travis Band relies on each of its members to follow through on all of the necessary paperwork. Without all documentation in order, members will not be permitted to attend functions, trips, or other events.

Travis Band Cell Phone Policy

Students are not allowed to have their phone on them at football games or during contest performances. Following the event, students can have access to contact guardians/parents.

As a reminder, the Travis Band, Travis High School and Fort Bend ISD is not responsible for any theft or damage to an individuals personal property if it is not properly secured in a locker or in a locked district space.

Primary, Shared, or Alternate Marcher Assignments

What is a Primary Marcher?

A student who has a marching spot, and will march every performance the entire season. Exceptions would occur due to injury or ineligibility. Additionally, a Primary Marcher can lose their position by failing to complete Pass-Off assignments or missing rehearsals.

What is a Shared Marcher?

A student who shares a marching spot, and will march every other football game and split competitions. Shared Marcher students will rehearse with the band throughout the season, and rotate in and out of their positions. We will provide parents with a schedule of performances prior to the season starting so you can plan. A Shared marcher may move into a Primary Spot if another student becomes unable to fulfill their responsibilities due to injury or ineligibility. Additionally, a primary marching spot may open up as a result of another student not keeping up with Pass Offs. Shared Marcher students must keep up with Pass-Offs as well.

What is an Alternate?

As with most competitive, large, high school marching bands, the Travis High School Marching Band has an alternate marcher policy. In order to design a particular musical and visual effect, a competitive marching show is written for a specific number of marchers. A competitive show is always written with fewer positions than there are members in the marching band. An alternate marcher is a student who has not been assigned to a specific position in the competitive marching show. In some ways, an alternate marcher is analogous to that of a

2nd string player in competitive sports in that the alternate marcher is in good standing and ready to perform when called up to the field. Alternate students will perform at half time of all football games as a member of the Travis Marching Band.

Specifically, the alternate marcher will:

- learn all fundamentals
- memorize all music
- attend all rehearsals
- assist with props for performances
- be ready to take another marcher's position
- be ready to take another marcher's position
- be involved in all trips, football games, pre game, parades, and special performance opportunities

In short, an alternate marcher does everything that a primary marcher does except for marching at contests. Alternate students may move into a Shared Marcher spot should one open up due to injury or ineligibility. Alternates must keep up with Pass-Offs and attend all rehearsals in order to improve and work towards earning a primary position.

Why do you have these positions? There are two reasons for creating Shared & Alternate positions.

First, the show has been written for a specific number of students. In order to commission music and drill, an estimate of the number of students in each section and the entire band must be submitted months in advance. Otherwise, drill maneuvers and music will be received late, creating a "catch up" form of rehearsal. That process would always put our students at a competitive disadvantage compared to other bands. An effort to create a position for every student that registers for band at the beginning of summer band camp would mean that our drill may not be ready until as late as October, leaving only a few weeks of season remaining.

Secondly, we have occasionally experienced attendance difficulties, lack of music or drill memorization, and work ethic issues that make it impossible for the band as a whole to remain competitive. When one person is missing from the field or out of position, it affects the entire group. It is vital that all marchers on the field be well prepared to march and perform as a cohesive unit. The reserve marcher policy will ensure that every marcher on the field is completely dedicated to the success of the entire band.

Who selects a primary marcher versus an alternate or shared marcher? The staff hired by Travis High School will consult with the Head Band Director and offer their recommendations. The Head Band Director will make all decisions on assigning primary or reserve marching status. Attendance record, music and drill memorization, body coordination (marching and dancing), and a healthy cooperative attitude will be among the criteria considered for primary marcher status.

Special Notes:

- A marcher's status will NOT be determined on the basis of parent involvement or donations.
- A history of on-time full payment does not guarantee that a marcher will be given primary status at any time during the season.
- All part assignments and positions are subject to change for the benefit of the band and the individual.
- A primary marcher who misses multiple rehearsals and or practices may be subject to replacement by a shared or alternate marcher.
- A primary marcher who falls behind or struggles to perform either the music or marching routine maybe replaced by a shared or alternate marcher at the discretion of the Head Band Director.
- Any marcher (primary, shared, alternate) can be replaced if a student fails to pass their classes at all grade checks during the marching band season. This includes the 6-week and 9-week mark.

All decisions on this are left to the discretion of the band staff, and will be based on excellence both musically and visually

Rehearsal/Instrument Supplies, Uniforms, & Water Coolers

Rehearsal Supplies

The following is a list of supplies to have at each rehearsal. This list is not all inclusive:

- A. All issued music
- B. Pencil
- A. Instrument
- B. All supplies relative to their instrument.
- C. All marching related equipment (during marching season)
 - 1. Drill / chart book
 - 2. Lyre / plastic sheets a. Available at Music & Arts
 - 3. All issued music in a black binder
 - 4. Other marching equipment as needed.
 - 5. Tuner, Pick Up Mic, & Metronome (available at M&A, Amazon)

Flutes:

Tuning and cleaning rods Cleaning cloth Key oil Approved type instrument Screwdriver Set

Clarinets:

Three good playable reeds. Reed guard

Pencil Box with ziplock plastic bag for reeds
Ligature
Proper mouthpiece with cap
Key oil (Case Storage) Bore oil (Home Storage) Cleaning swab
Approved type instrument
Cork grease

Saxes / Low Reeds as applicable

Three good playable reeds. Reed guard

Ligature

Proper mouthpiece with cap Pad and neck saver Approved type instrument Pencil Box with ziplock plastic bag for reeds

Trumpet

Valve oil

Polishing cloth

Approved mouthpiece (by lesson teacher or band director) Approved type instrument

French Horn

Rotary / Valve oil

Polishing cloth

Approved mouthpiece (by lesson teacher or band directors) Approved type instrument

Trombone

Slide cream

Spray Water Bottle

Polishing Cloth

Approved Mouthpiece (by lesson teacher or band directors) Approved type instrument

Baritone / Euphonium

Valve oil

Approved Mouthpiece (by lesson teacher or band directors) Polishing cloth Approved type instrument

Tuba

Rotator / Valve Oil Approved Mouthpiece (by lesson teacher or band directors) Polishing cloth Approved type instrument

Percussion

List of approved equipment provided by the percussion director.

Color Guard

Pole Flag Rifle or Sabre (if applicable) Electrical Tape Gloves

<u>Uniforms</u>

Formal band uniforms are provided by FBISD for the musicians and will be kept at the school between events. The district pays for cleaning uniforms several times during the year. Students are fitted for a uniform and shako during camp.

Marching Uniform

Jacket, Marching Pants, Shako (Hat) Spandex/Compression Shorts for uniform THS Compression Shirt for uniform

Knee-high, solid black socks

Marching Shoes (purchased through Band Parents) Marching gloves (purchased through parents)

Summer Band Uniform

THS Band Polo Shorts Marching Shoes

Formal Concert Uniform

Gentlemen: Tuxedos (Issued through School) Black Shoes, Black Socks

underneath White tuxedo shirt

Ladies: Solid Black Top, Solid Black Pants, Close-toed black Shoes

Inspections

Prior to student departure for a marching band performance, students must pass a uniform inspection. In order to board the bus, students must have complete uniform, music, flip folder, and other components for the marching performance. Students who do not pass the uniform inspection will receive a grade appropriate for the items they do not have.

Marching Uniform Overall Guidelines

No earrings, other than small studs, may be worn during performances. <u>One</u> ring - senior, religious, or family - may be worn with the uniform. NO fingernail polish is allowed (unless permission granted by Director).

Band members with long hair will need to have the hair tightly secured when wearing the marching uniform. All hair ties must be black and no protruding hair can be seen outside of the shako/hat.

No bracelets may be worn, as they may appear at the sleeves, however; a necklace maybe worn, providing it cannot be seen from under the uniform.

Make-up may be worn in the formal uniform in a conversation manner only (Discretion left with the band director). This does not apply to colorguard.

Black shoes and black socks are worn with the uniform. Black band shoes are a specific brand and model shoe and may be ordered during summer band each year.

Shakos will be issued with the uniform. Students will be given a shako number and are responsible for taking their shako and shako box to events. Uniforms are stored at school. Students pick them up before each event and hang them up afterwards.

Formal Concert Tuxedos will be issued for gentleman in the Travis HS Band during Concert Season. Further guidelines for concert attire will be given prior to performances.

Uniform "DO's" and "DON'Ts"

DO's

Do Inspect your uniform completely. Report any torn seams, hems or broken snaps immediately to parent volunteers or the uniform crew so the uniform can be repaired before the next performance.

Do Keep track of all the uniform parts. Report any missing parts immediately. Very often they show up, but we need to know to start looking.

Do Always check to see that you are indeed putting on your uniform. If for some reason the numbers get mixed up, it is very difficult to find the right uniform, once everyone is already dressed and on the buses!

Do Hang your uniform properly and completely on the appropriate rack every time. Also make sure to hang your uniform in numerical order.

Do Put your name IN your band shoes with permanent ink. We have a big problem with shoes being misplaced. Don't mark the soles of your shoes for ID – it shows when you march.

Do Remember to bring YOUR shoes for every performance. In an emergency, old shoes are usually available to be borrowed from the uniform room.

Do Wear <u>BAND</u> underarmor, spandex type shorts and knee high solid black socks under your uniform. If your seams rip (and it DOES happen), we want only black to show. If needed, black socks can be purchased from the uniform room for \$4.00/ pair.

Do Clean out your hat and hatbox. Never store anything but your gloves and rain poncho in your hatbox! **NO FOOD IN YOUR HAT BOX!**

Do Keep your gloves in your hatbox. Wet gloves need to be hand washed and/or air dried before storing in hat box. Order enough gloves to get you through the season. In an emergency, gloves can be purchased from the uniform moms for \$ 4.00 /pair

Do Respect the uniforms we have and understand they are a huge financial investment that must last us more than one year. Parent volunteers and the uniform crew spend a lot of time making sure the uniforms are ready to go for the next performance.

DON'T's

Do Not Drag your uniform on the ground.

Do Not Wad up your uniform and stuff it in your locker, backpack or car trunk.

Do Not Touch the plume feather with your hands. Let the gloved parents insert and remove your plume for you. They are very fragile and damaged by sweat and oil.

Do Not Put on or take off your bibbers with your shoes on. Pant hems get torn out easily this way and the bibbers get dirty. Always put on your shoes **AFTER** your bibbers and always take off your shoes **BEFORE** your bibbers

Do Not Hang your jacket hanger (with the jacket on it) on the front or back of your bibbers while walking to/from the bus. This can damage the bibbers.

Do Not Switch uniform parts with any other student without permission from a volunteer parent. For example, if you switch hats with someone and the hat is lost or damaged, **YOU** will be charged because that piece of equipment is **YOUR** responsibility.

Water Coolers

Each marching band member should provide a one gallon cooler to use for rehearsals, competitions and events.

When will my band member use their coolers?

All rehearsals, football games, competitions, and other events they need H20.

What about re-fills?

Band members themselves will have the opportunity to re-fill periodically during contest days and during games.

What is the most important thing about moving to this system?

Band members MUST CLEARLY PRINT THEIR FULL NAME on the jug

What if my band member forgets their cooler?

Bummer. The days are long and hot! Do not forget your cooler.

The key here is individual responsibility!

Will water be available in case of medical emergency?

Of course! We will continue to carry a supply of water for medical emergencies, staff, and chaperones.

Can band members share coolers?

No. Each band member will be issued his or her own cooler. Coolers should not be shared in order to prevent the spread of illness.

What about washing the coolers?

Coolers should be washed with BLEACH each week by band members at home -- please ensure this happens to prevent illness.

Private Lessons, School Instruments & Band Banquet

Private Lesson Policy

In order to achieve a high level of excellence, the Travis Band *ACTIVELY ENCOURAGES* (but does not require) all students to secure private instruction from a specialist on their instrument.

Rehearsals during the school day provide students with broad goals on their instruments, concepts to improve upon, and train each band member in ensemble listening and performance skills. However, we cannot stress enough the importance of one-on-one private instruction with a *qualified* specialist to aid each student in his or her quest for musical excellence. A weekly lesson with a private instructor will provide students with individual attention on all-state music, band music, and fundamental concepts, all of which will serve to improve the overall level of the Travis Band.

More information on preferred instructors can be found on the band website or by contacting a Director. A private lesson form is also available to students to submit expressing interest in the Private Lesson Program. That information will be shared with the Private Lesson Teacher for contact with the student and parent/quardian.

School-Owned Instruments

- 1. Each instrument will be issued in good playing condition. Each issued instrument will be checked and cleaned prior to issue. Students are expected to maintain their issued instrument accordingly.
- 2. The band member is financially responsible for all equipment and/or materials checked out to him or her.
- 3. All equipment and materials must be kept in their proper storage location when not in use.
- 4. Fort Bend Independent School District does provide insurance for individually or school owned equipment through an Instrument Usage Fee. This fee can be paid for on CHARMS. Each student who uses a school owned instrument is responsible for this Instrument Usage Fee and will have it charged to their

account. If a student has multiple school owned instruments, they will only be assessed the fee a single time. **Students will be held responsible for school owned instruments issued to them.**

This responsibility will include fire, theft, accidental damage, abuse and general maintenance not incurred through normal use.

Band Banquet

The Travis Band Boosters manages the sale of Band Banquet bids each spring. These tickets can be sold to all current members and parents of the program as well as approved guests that are not part of the band family (significant others, non-band friends from THS). Non-Band guests should be cleared with the band director prior to banquet. Current means that they are enrolled at the time of purchase - I.E. a band member must remain in band through the spring in order to attend banquet. Special requests may be granted by the Band Director. Students must also be in good standing academically and from a discipline standpoint to attend Band Banquet. Students who miss concerts or skip rehearsals may be denied admission to band banquet. This is left to the discretion of the band director and campus administration. Although the Boosters runs the event, the THS Campus Administration and Band Directors have final discretion on attendees.

Percussion Expectations

Percussion Rehearsals (Rehearsal Attendance)

After marching season is over, we will begin preparation for our concert ensembles. For percussionists, this means participation in our percussion ensembles in addition to the concert bands. Percussion Ensembles will meet twice a week for two hours, and every effort will be made to keep rehearsal days the same throughout the school year. Attendance at all after-school rehearsals is required, and all aforementioned Attendance and Conduct rules apply to these rehearsals. Every effort will be made to work around campus-based activities (e.g. school athletics but not club athletics) that conflict with our schedule on a case-by-case basis, however, an inability to be present for rehearsals and consistent absences will affect placement into Varsity and Non-Varsity classes.

The same region music that is used to audition percussion students into their concert ensembles (Wind Ensemble, Symphonic Band, Concert Band) will be used to help determine placements in percussion ensemble class.

Primary Spots (Music Pass off's)

All students performing on a primary instrument (Marimba, Vibrphone, and Drumline) are expected to audition for Region Band before the end of the Fall semester. This includes our double reed students auditioning on their primary instruments. Auditioning for Region Orchestra will be encouraged, but not required. Any student that would like to join the audition process but is not currently assigned a primary instrument for the 2019 marching season is also encouraged to audition.

Eligibility/Failure

Any student that fails a semester or term grade will not be considered for a primary marching spot for the next season, and will also have their placement for percussion ensembles during the current school year affected. This also applies to students who fail a semester or term grade during the current marching season, losing eligibility to participate in UIL activities.

Bus Seating (Travel Guidelines)

The Percussion Director reserves the right to assign seats for the percussion bus should consistent issues violating the Attendance and Conduct rules become apparent.

Percussionist Band Placement (Audition and Band Placement)

Percussion students will be placed in Wind Ensemble, Symphonic Band, and Concert Band based upon the results of auditions taking place during class time in November when the marching season comes to a close. The audition material for placement will be the Region Band audition music made available to all percussion members in August.

Winter Guard Handbook Addendum

I. CODE OF CONDUCT

I agree to be mindful of the community of mutual respect while participating in rehearsals. This includes member to member as well as member to staff dialogues. I understand that my goals are about personal excellence and I agree not to engage in any behavior that might impose on another's pursuit.

I agree to be punctual and attend every calendar rehearsal. I understand that my attendance is IMPERATIVE; in addition to rehearsals I agree to be present at every contest and understand that missing a contest for any reason is strictly prohibited. Students with a total of three or more unexcused absences from the Fall season will be unable to audition for a primary spot but will still have the opportunity to audition for an alternate spot. A total of THREE excused and/or unexcused absences are permitted per student throughout the winter guard season, anything exceeding these expectations could result in a student's removal from the production. I understand that any conflicts must be communicated at least 48 hours in advance with Mr. Smith and Miss Jocelyn Marroquin, I understand that failure to do so will be subject to disciplinary action.

I agree to behave in a professional manner at all color guard events or color guard related functions where I have the potential to positively affect the outreach of our program. This includes behavior, language, volume, body language as well as topics of conversation (including competitor's efforts and scores).

II. FINANCIAL COMMITMENT

I understand that I will need to communicate my financial responsibilities with my parent/guardian. By signing the acknowledgement form, I am agreeing to rely all information regarding fees and dues to my parent/guardian or whoever is responsible for making payments on my behalf. I understand that in addition to my financial obligations to the Travis High School winter guard, I am also expected to participate in any fundraiser should the opportunity present itself.

III. ACADEMIC ELIGIBILITY

I understand that everything I need to know regarding eligibility is spelled out in the Travis Tiger Band Handbook and will refer to it should I have any questions or concerns. I acknowledge that it is my responsibility to keep up with schoolwork outside of rehearsal. I will utilize my time between rehearsal to attend tutorials or take care of any matter that contributes to my success in the classroom. Students are expected to maintain a 75 or higher during each grade check and will be addressed by a director should their grades reflect anything lower.

I understand that failure to maintain my grades will result in immediate removal from the program. I understand that unlike any other activity the winter guard is driven by the presence of every single member and by reading this document I am affirming that my academic success has the potential to affect not only myself, but also my team as a whole.

IV. MEMBER STATUS

I understand that a marching member is an individual who is in a primary performer spot. An alternate member is contracted for various reasons should someone fail a grade check, suffer an injury, etc. As an alternate I accept that my responsibilities will not differ in any way, shape, or form from that of a primary performer. The number of performers selected for the production are predetermined by our designers and I understand that this status does not reduce the importance of my contributions to the winter guard program. I acknowledge that as an alternate member the expectations are not reduced, and my presence is equally as valuable as every other member.

Travis High School Band Handbook Acknowledgement Form

I,	(printed student name), have read the 19-2020 Travis High School Band
I, read the policies and procedures Handbook.	(printed parent/guardian name), have of the 2019-2020 Travis High School Band
Date:	

Please Submit the THS Band Handbook Acknowledgement Form before the end of Summer Band Camp!