
Cinco Ranch High School

Cougar Band

2018-2019 Handbook

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Foreword

The success of any organization is dependent upon the spirit, pride, leadership, teamwork, dedication, and cooperation of its members. Certain rules, policies, and procedures are necessary so that the overall goals of the group are met and the welfare of each individual member is served.

By accepting membership in the Cinco Ranch High School Band, you are agreeing to perform to the best of your abilities and work together with the band staff in making the CRHS Cougar Band the finest musical organization that our combined efforts can produce. In order for this to occur, students will need to be responsible, attentive, respectful, have a positive attitude, and follow the KISD code of conduct. The directors will do their best to insure every student will be provided the opportunity to be successful, regardless of their ability as an incoming student or of their career ambitions following graduation.

The Cinco Ranch Band staff has developed this handbook to familiarize each band member with general operation and procedures of the Cougar Band and standards by which all band members are expected to conduct themselves. The handbook is not intended to be all-inclusive, as every possible situation and question cannot be predicted in advance; however. This handbook is intended to help students and parents gain the most from their band experience as well as provide guidance to the practical, everyday experiences of the band program and a thorough knowledge of the material is essential to the smooth operation and success of the band this year.

Mission

The Cinco Ranch High School Band will continually raise our standard of excellence through unified efforts, mutual respect, and common goals, while building upon our tradition of success.

Goals and Objectives

Mental and physical discipline

- Develop powers of concentration
- Memorize music
- Learn techniques of preparation as they relate to group and individual performances
- Develop self and group discipline

Citizenship through group endeavor

- Develop leadership abilities
- Develop responsibility
- Develop ability to cooperate with others and to work as a team member
- Develop diligence
- Develop mutual respect

Physical conditioning

- Develop strength, stamina, endurance and coordination through learning of the marching arts.

Cultural growth

- Provide opportunities to attain knowledge of music history through performance of various types of instrumental literature.

Value judgments

- Ability to make musical value judgments (as they pertain to a musical setting) through critical listening. The student will recognize quality of sound, pitch, style, tempo, rhythm, blend, balance, phrasing, dynamics, and articulation.

Music theory

- Know and utilize note values and rest
- Know and utilize keys, key signatures, and scales
- Know and utilize musical terms, signs, and symbols
- Recognize and tune intervals and harmony
- Ear training/listening skills

Proper instrumental technique

- Care of the instrument
- Assume correct posture and playing position
- Develop the embouchure / stick grip / hand position
- Develop characteristic instrumental tone
- Develop proper breathing techniques
- Develop technical instrumental proficiency (fingering, articulation, rudiments, scales, etc.)

Creative self-expression

- Express oneself in every performance experience
- Explore careers

In addition to the State of Texas guidelines, the Cinco Ranch High School Band will strive to:

- Provide any interested student with opportunities for musical knowledge, musical fellowship, and fun through participation in band.
- Provide for the mental, physical, social, and emotional development of students.
- Instill pride and discipline in each student.
- Provide each student with solo and group endeavors to achieve personal goals and satisfaction.
- Provide basic psychological needs such as recognition, belonging, self-respect, and a feeling of achievement.

Communication

The directors encourage positive communication and are willing to discuss any aspect of a student's progress in band with his/her parent. Specific director's office numbers and email addresses can be found on the band website at <https://cincoranchcougarband.com>

DIRECTORS EMAIL: rayhjones@katyisd.org, roryLdavis@katyisd.org, danielrivera@katyisd.org.

Chain of Command

In any large organization, it is important to have a structure that is easy to understand. This allows for the director to quickly and accurately convey information to a large number of people.

This will allow students to know where they should turn when they have a question. Students should ask their section leader (DI or sub leader), then student leader (SLT) and so on.

Order of chain:

1. Section leader
2. SLT Member
3. Drum Major
4. Associate Band Director
5. Head Band Director

Conduct/Expectations

Band members will observe all policies set forth by Katy ISD, as they pertain to the instrumental music setting, in addition to the following:

- Any behavior which is not representative of good citizenship, as perceived by the band staff, may result in the dismissal from the activity at hand as well as the band program. This also applies to the action of student leaders in both public and private events.
- All students are expected to conduct themselves properly at all times. Displays of profanity, temper, flagrant violation of rules, etc., will not be tolerated. Individual behavior during a band function is a reflection of the entire group.
- Students will follow the director's instructions.
- Students will be in their assigned rehearsal area ready to work at the set rehearsal time with all equipment including music, pencil, instrument, and all supplies to rehearsals daily.
- **Cell phones must be off and out of sight during all band rehearsals, contests, and performances, including football games.** Cell phones may be used appropriately before and after events, including travel time on the buses. However, if inappropriate cell phone usage is suspected, the directors/chaperones may take the phone from the student for the duration of the trip. **Note: All cell phones must be turned off during rehearsals. This includes phones stored in band lockers or backpacks during rehearsals.**
- Students will keep hands, feet, and other objects to themselves.
- Students will not play on instruments and 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.
- All rehearsals are expected to be extremely quiet so that our time will be utilized wisely. If you have a question, raise your hand.
- When allowed in the band hall, either before or after school, students will not disturb any rehearsal in progress.
- Once enrolled in a band class, students shall follow all guidelines required. If a student or director

chooses to terminate membership,
CRHS Counselors will decide which class will be substituted for the band period
All dues paid/money earned will stay in the general band fund
All students enrolled in band must participate for the full year. All students are required to take an active role in the marching band. Students do not have the option of electing out of marching band and only participating in concert season, or electing out of concert season and only participating in the marching band.

- Students will respect the property of others, and return their own and all equipment to its proper storage place when not in use. Each student is responsible for keeping their storage area clean and neat in appearance. Students who demonstrate a great deal of difficulty with this may lose the privilege of having a storage area in the band hall.
- Students will not deface or mark on music stands, chairs, walls, etc.
- Students will not write on dry-erase board without permission from a director
- 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.

Digital Citizenship

Maintaining a higher standard of conduct will also include ensuring that band member websites are appropriate. The internet is a worldwide, publicly accessible form of communication. Any student member representing themselves, or their organization, in an unfavorable, questionable or illegal manner including electronic media (i.e. websites, personal home pages, blogs, text messages, chat rooms or similar websites/files accessible through a server or internet) or using electronic communication devices in such a way as to bring discredit, dishonor, or disgrace on their organization or members of any other school organization including themselves (i.e. camera phones, digital photos, electronic descriptions) will be subject to the disciplinary actions determined by appropriate school officials and/or band directors including probation or dismissal from the organization.

Band members that violate the above internet guidelines shall be subject to the following:

- Upon confirmation of a first violation, the member will be asked to remove any offensive items from the website(s) and will be asked to give an apology and plan of action to deter this behavior to the principal, directors, and band members. Parents/guardians will be contacted and made aware of the offensive behavior
- Upon confirmation of a second offense, the member will be asked to remove any offensive items from the website(s) and will be asked to give an apology and plan of action to deter this behavior to the principal, directors, and band members. Parent/Guardians will be contacted and made aware of the offensive behavior. In addition, the student will be suspended from all band activities for a period 3 days to 3 weeks.
- Upon confirmation of a third offense, the member will be removed from band.

Due Process

All Katy ISD students are entitled to due process in accordance with KISD guidelines. Our goal as a staff is to ensure that all students are treated fairly. Please contact one of our directors if you have any concerns. We will work with you to resolve problems. We are here to provide a quality music education for all students.

Financial Obligations

It is the philosophy of the Cinco Ranch High School band that no student shall be denied the privilege of band membership due to financial hardship. For options in meeting financial obligations, parents should contact the director.

Mandatory Fees

All Cinco Ranch Band members will be responsible for this annual fee. The purpose of this fee is to partially help with various expenses necessary to run a quality band program, but are not covered by school district funding. These include, but are not limited to, such items as contest transportation, equipment transportation, contest and pre-game meals, hydration & first aid supplies, student social events, uniform maintenance & cleaning, show costs (music, drill, props), and more as voted by the Band Boosters.

If a student, or director, chooses to terminate membership, all fees paid/money earned will stay in the general band fund.

Assessed Fees

Each student will receive an estimated expense sheet with their applicable expenses. Many items are one time purchases and only need to be replenished if lost, damaged, or outgrown.

Example: Show shirt, Gloves, Black socks, etc.

Instrument/Equipment Fee - \$80

This fee is for district-owned instruments and percussion. It is to offset the cost of chemical cleaning and minor maintenance and repairs at the end of the school year.

KISD and CRHS band will not be responsible for equipment that has been damaged as a result of neglect or damage beyond normal "wear and tear; That which is considered acceptable under normal use"

Spring Trip

The concert bands will take a trip in the spring.

Fundraising

The Cinco Ranch High School Band and Band Booster Organization engages in fundraising activities throughout each year. The money raised each year will be only used for the direct benefit of the band program.

Example fundraiser: Poinsettia sales, Mulch sales, Discount Cards, Silent Auction, etc.

Care of the Band Facilities

Students that are not currently enrolled in band will not be allowed in the band hall. Likewise, both the percussion room and Encore locker room are reserved only for their members.

Food – No gum, food or drinks are allowed in the building except when authorized by the directors.

Litter – All trash (paper, broken reeds/drum sticks, etc.) is to be disposed of in the wastebasket, or recycling bin, provided.

Vandalism – Acts of vandalism or the willful misuse of school property will be dealt with severely and appropriately. Every band member is responsible to help his director's monitor the facility and control vandalism, which includes writing or carving on walls, destroying music, or breaking school property.

Workroom – Absolutely no student is allowed in the workroom without permission. The copy machine is off limits without permission!

Practice & Ensemble Rooms – Are designed for practice, not social gatherings.

Offices – Please knock, and if you are invited in, you may enter. Otherwise, they are off limits to students. Students may not use the director's phone without permission.

BAND AND SPORTS

Students that play a sport or participate in other activities, i.e., choir, theatre, orchestra, etc., and are members of the band will have a rehearsal schedule that is customized to benefit their placement and participation in both activities. Students that play sports or activities other than band need to make sure that they communicate their schedules to their directors and their coaches, or sponsors, of their secondary activity. A band calendar for the entire school year is located in the CHARMS database and students/parents have access to it 24/7. School class schedules, or responsibilities, may be tailored on a case by case basis to ensure that students are able to participate in both activities. Some schedules may be altered to Concert Band 1 or 2 due to the fact the scheduling may not work out due to the placement of classes on the Cinco Ranch High School master schedule. We will do everything that we can to make sure that students are accommodated. Unfortunately, there may be some situations that are more difficult than others to work through. After school marching band rehearsals for varsity sports may or may not be required. **It is the student's responsibility to communicate effectively with the band directors and their coaches in a timely manner when a conflict arises between the two activities.** The sooner we can do this the better off the student will be. Students that play non varsity fall sports will still be required to practice with the marching band and attend all football games and contests.

Attendance

In order to have and maintain a high quality band program, attendance from all members is essential. While the CRHS band follows all the school and district policies and procedures, the following additional guidelines outline the attendance procedures and policies for the CRHS Band. These attendance guidelines also apply to

activities held outside of the school day. Failure to participate in either rehearsals or performances may result in student removal from the organization at the discretion of the band directors.

Roll Check

Roll will be checked promptly at the start of rehearsal.

Tardiness

Students not in their designated area at the appropriate time will be marked tardy. A tardy will be converted to a mark of absent 10 minutes after rehearsal begins.

Excused Tardiness

Tardiness will be excused at the discretion of the directors. Tutorials, appointments, etc. will not be an excuse for tardiness unless prior arrangements, written documentation, are made and approved by a director.

Unexcused Tardiness

Students who have more than one unexcused tardy shall be subject to one of the following consequences:

- Loss of spot as a primary marcher.
- Loss of marching privileges (for one game) at a football game.

Absences

Students not present after 10 minutes may be marked absent.

Excused Absence

Absences will be excused at the discretion of the directors. Tutorials, appointments etc. will not be an excuse for absence. Absence due to personal illness requiring medical attention, death in the family, or other extenuating circumstances (approved by director) may be considered for excused status. Students who are continually ill may be required to provide a doctor's note releasing them from participation in order to ensure the wellbeing of the child and to reduce concerns of the band directors. If in doubt, an absence should be checked with a director.

Unexcused Absence

Students who have an unexcused absence may be subject to one or more of the following consequences at the discretion of the band directors:

- Loss of spot as a primary marcher.
- Loss of marching privilege for one game
- Loss of attendance privilege for one game.
- Removal from the marching band and loss of Physical education credit.

Parents will be notified immediately.

Special note: Students have one afternoon free per week during marching season. These days should be used for appointments and routine professional visits. During the concert season, students will generally be responsible for only ONE weekly group rehearsal. Thus, students will have ample days available for tutorials and appointments.

Attendance for Performances

Excused Absence

Absences will be excused at the discretion of the directors. Tutorials, appointments etc. will not be an excuse for absence. Absence due to personal illness requiring medical attention, death in the family, or other extenuating circumstances (approved by director) may be considered for excused status. Students who are continually ill may be required to provide a doctor's note releasing them from participation in order to ensure the wellbeing of the child and to reduce concerns of the band directors. If in doubt, an absence should be checked with a director.

Unexcused Absence

Students who have an unexcused absence may be subject to one or more of the following consequences at the discretion of the band directors:

- Loss of spot as a primary marcher.
- Loss of marching privilege for one game
- Loss of attendance privilege for one game.
- Removal from the marching band and loss of Physical education credit.

Parents will be notified immediately.

Daily Supplies

The following list is what students should plan to bring to the appropriate rehearsal and/or performance. Other items may be added at the discretion of the directors.

- All issued music
- Pencil
- Instrument
- All supplies relative to their instrument.
- All marching related equipment (during marching season)
 - Drill/chart coordinates
 - Binder
 - Pencil pouch
 - Lyre/ flip folder
 - All issued music
 - Water Jug
 - Other marching equipment as needed.

In addition, a metronome and tuner should be part of the band member's tools for home practice.

The following list for each instrument is comprised of preferred or highly recommended supplies and equipment. Any deviance from this list should be approved by a director. Private lesson teachers may make recommendations that stray from this list after consulting with a CRHS band director.

Flutes

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

Clarinets

- At least 3, good, playable reeds. Vandoren is the approved reed, size 3- 3.5. Plastic reeds are not acceptable
- Reed guard
- Ligature
- Proper mouthpiece
- Key oil (Case Storage)
- Cleaning swab
- Approved type instrument
- Cork grease

Saxophones /Low Reeds as applicable

- 3 good playable reeds. Vandoren or Rico are the approved reeds, size 3 -3.5. Plastic reeds are not acceptable.
- Reed guard
- Ligature
- Proper mouthpiece
- Approved type instrument

Trumpet

- Valve oil (Al Cass)
- Polishing cloth
- Mouthpiece (Bach 5B) or other director approved mouthpiece
- Approved type instrument

French Horn

- Rotary / Valve oil (Al Cass - Marching Horn) (Holton Rotary - Concert Horn)
- Polishing cloth
- Approved mouthpiece (Holton Farkas)
- Approved type instrument (provided by district)

Trombone

- Slide cream

- Spray water bottle
- Polishing Cloth
- Approved mouthpiece
- Approved type instrument

Baritone / Euphonium

- Valve oil (Al Cass)
- Approved mouthpiece
- Polishing cloth
- Approved type instrument (provided by district)

Tuba

- Rotator / Valve Oil (Al Cass -Valves / Holton - Rotors)
- Approved mouthpiece
- Polishing cloth
- Approved type instrument (provided by district)

Percussion

Substitute models and brands may be substituted upon approval of the percussion instructor. Additional sticks and mallets will need to be purchased based upon need.

- Snare sticks - Vic Firth SD1 General
- Xylophone mallets Vic Firth M133
- Bell mallets – Vic Firth M136
- Vibe mallet Vic Firth M226
- Marimba Mallets - Vic Firth M212 (2 pairs)
- Timpani mallets – Vic Firth T3 Staccato
- Stick bag

District-Owned Instruments

Katy ISD has a limited number of available instruments which students are allowed to check out for the year. These instruments include such highly expensive instruments as the Bassoon, Oboe, Tenor Saxophone, Baritone Saxophone, French Horn, Euphonium, Tuba, and general Percussion equipment. This equipment is generally purchased by the school district for student use because of its extremely high value. **Thus, all school owned equipment must be handled with optimum care.** Students failing to care for, or take care of their school issued instrument will lose the privilege to use such instruments.

The following is a list of general procedures for school owned instruments:

- Order of distribution will be done based on chair order. If at all possible, students will be issued one instrument for home use and one for school use.

- The School District does not provide insurance for individually or school owned equipment. It is required of all students utilizing school owned instruments to provide insurance coverage for the said instrument. 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.
- Students and parents must sign an instrument check-out form and pay the district maintenance fee before the instrument can be used by the student.
- The required fee for maintenance/usage covers normal use and upkeep of the school instruments including cleaning, replacing pads, strings and any other items to keep the instrument in good working condition.
- The fee will be \$80.00 for the school year per instrument usage. This payment will be due at the time the instrument is checked out to the student.
- This fee does not cover negligence or misuse in which case the student, parent and/or legal guardian will be responsible for the repair cost up to and including replacement of the instrument.
- 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 instruments accordingly.
- Students playing school owned instruments are required to furnish their own mouthpieces, sticks, and any other items specified by individual campus directors.
- The band member is financially responsible for all equipment and/or materials checked out to him or her.
- All equipment and materials must be kept in their proper storage location when not in use.

Special Note

School owned instruments are not to be treated as "free" instruments. Basic supplies must still be purchased and repairs must still be made just like personally owned instruments. Please strive to treat these instruments as if they were your own. Most school owned instruments exceed a \$2,000.00 value.

Grading Guidelines

KISD band programs have instructional objectives that are related to the mandated Texas Essential Knowledge and Skills (TEKS) for grade level subjects or courses. These objectives are aligned to address the academic skills needed for successful performance in the next grade level or next course in a sequence of courses. Assignments, tests, projects, classroom activities, and other instructional activities are designed so that a student's performance indicates the level of mastery of instructional objectives. The student's mastery level of these objectives is a major factor in determining the grade for a subject or course.

Students will be expected to meet the responsibilities for each band class as determined by the director. Since band is an academic music class with some extra-curricular activities attached, the band student's grade will reflect achievement in both curricular and extra-curricular areas.

A band member's six weeks grade will be determined from the following items: student's daily preparation and participation, individual testing, performances (including games), and extended classroom activities such

as sectionals and after school rehearsal. For more specific information, pertaining to how a student's grade is determined, please consult the director.

The following list is provided to give students and parents a few examples of items that can be subject to grading. Additional assignments may be given at the discretion of the director.

- The student will receive a grade for each after school sectional and rehearsal during a grading period.
- The student will be on task and focused during all rehearsals.
- The student will have instrument, music, pencil, and supplies.
- The student will be prepared to play his/her part successfully.
- The student will mark music and take notes as needed.
- The student will be expected to improve music skills.
- The student's individual skill development will be evaluated through taped music test, individual playing tests, scale tests, and/or written tests.
- The student will be evaluated on improvement of ensemble skills during daily performance prep.
- The student will be expected to improve his/her performance fundamentals.
- The student will be evaluated for improvement of his/her music fundamentals through daily observation during the basics part of each rehearsal and during sectionals.
- The student will be expected to demonstrate correct posture, hand position, embouchure, air production, and articulation as monitored during rehearsals.
- The student will receive a grade for each performance during a grading period.

Eligibility

All KISD Bands adhere to the eligibility rules and regulations as stated in by TEA and KISD. Some band activities are designated as extracurricular. Students participating in these activities are governed by eligibility requirements. 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 70 in any class. Loss of eligibility does not take effect until seven days after the end of the reporting period. Ineligible students are not suspended from practice or rehearsal of extra-curricular activities. The student is not suspended from participation during the period in which school is recessed for the summer. KISD/TEA UIL eligibility calendar:

<http://www.katyisd.org/dept/finearts/Pages/default.aspx>

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. Reinstatement of eligibility would occur seven days after the three-week progress report period (See TEA/UIL Side by Side)

Activities that are considered curricular components of any course are not affected by the eligibility law. Examples of these activities are all rehearsals and performances that take place as a regular extension of classroom instruction. Any performance that is competitive in nature or for which admission is charged is deemed extra-curricular.

Travel Guidelines

The band will frequently travel on both school and commercial buses. 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 (Medical Treatment Consent /Travel Release/Band Acknowledgement) completed and returned, to travel on any trip with the band.

While on the bus students will:

- Remain seated at all times
- Sit properly in a forward position
- Keep the bus clear of food, drinks, and debris (At times it may be necessary to eat a pre-game meal on the bus. Every effort should be made to keep your area clean).
- Keep all body parts inside the bus
- Use only approved type/headset radios (no boom boxes or external speakers)
- Remain silent when addressed by person in charge on the bus
- Refrain from loud, boisterous talking, singing, screaming, whistling, inappropriate jokes, etc.
- No public displays of affection.

Special Note:

Students are reminded that all performances 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 at all times should be considered a good reflection on the school, the band, your home, yourself or the community.

Chaperones

Adult chaperones are a great asset for the band program. Students should treat them as an extension of the band staff. Proper respect will be shown to all adults at all times.

Spring Trip

The band will take an out-of-state trip every four years. In years when the band is not going out-of-state, they may travel to an in-state festival such as Dallas, San Antonio, and Corpus Christi.

Auditions

All Students are required to audition for select performances ensembles. The Head Band Director determines audition requirements, and the directors will notify students of auditions dates, requirements and results. Directors will serve as evaluators during the audition. Audition material will reflect the director's anticipated performance level for the students and will be based on prior learning, and auditions may be live or taped at the director's discretion. Students will be re-evaluated periodically for participation in select performance ensembles.

Concert Ensembles

Wind Ensemble – Selection into this group is by audition, director recommendation, and a demonstration of academic proficiency. Members in this ensemble MUST participate in the TMEA Region Band process, UIL Marching Contest, UIL Solo and Ensemble Contest, UIL Concert and Sight-reading contest. Members of this group will have 1 two-hour rehearsal each week in the spring. Wind Ensemble will give numerous performances both on and off campus. In UIL activities, this group is designated the “Varsity” band.

Symphonic Band – Selection into this group is by audition, director recommendation, and a demonstration of academic proficiency. Members in this ensemble MUST participate in the TMEA Region Band process, UIL Marching Contest, UIL Solo and Ensemble Contest, UIL Concert and Sight-reading contest. Members of this group will have 1 two-hour rehearsal each week in the spring. Wind Ensemble will give numerous performances both on and off campus. In UIL activities, this group is designated the “Non-Varsity” band.
Symphonic Band

Concert Band I and Concert Band II – Selection in to these groups is by audition. These groups at varying levels will participate in UIL Marching Contest, UIL Concert and Sight-reading Contest. Members of these groups are encouraged to participate in the TMEA Region Band process and UIL solo and Ensemble Contest. These groups will give a variety of performances. In UIL activities these groups will be designated as the “Sub Non-Varsity” bands.

Students in the band program will be placed in a concert ensemble by audition, as well as observation throughout the year.

Performance/Rehearsal Requirements for 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 may result in student removal from the organization at the discretion of the band directors (see general attendance policies).

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

- Winter Concert
- Mid-Winter Concert
- Chamber Recital
- Band Festivals/Pre-UIL Contest
- UIL Contest
- Spring Trip Festival
- Spring Concert
- Others as needed

Concert/Performances

Concerts and performances are an integral part of the band curriculum. Students should consult their schedule for dates and times. Periodically, the schedule may change and updates will be communicated. Concerts are considered to have three parts: Warm-up, performance, and listening. Punctuality is essential. A concert concludes when the last group performs and the directors have given permission for students to be dismissed. A general report time will be given for all students.

- All concerts are a group effort, thus, attendance is required
- All concerts are an extension of the classroom and will be graded accordingly
- Students should be punctual and prepared for each performance/concert
- In the event a performance causes a student to miss another class, the student is responsible to make up all missed work!
- The appropriate dress for all concerts will be a dress uniform (see Uniforms).
- Students are expected to stay the entire concert
- Work is not an excuse to miss a performance.
- Students are expected to help move equipment and stack-and-rack chairs and stand when needed.

Ensemble Rehearsals

Students in Wind Ensemble and Symphonic Band will have a weekly ensemble rehearsal for the fundamentals of instrument technique, and Spring Concert music. Ensemble rehearsals will begin in January and conclude in April or May with UIL Concert and Sight Reading Contest. These are considered separate from all other rehearsals.

Students are expected to be punctual and prepared on a week by week basis. Absence from ensemble rehearsals must be in accordance with the attendance policy. Students must make every effort to attend. Ensemble rehearsals are an extension of the classroom and are graded accordingly.

Private Lesson Program

This is a district wide program that provides a high quality enhancement to classroom instruction. Teachers are all specialist on their instruments. Most of our teachers are professional musicians in the Houston area and have advanced degrees in the performance of their instrument. Lessons are extremely valuable to the individual student and are highly encouraged.

- All students are *ENCOURAGED* to take individualized private instruction.
- Teachers are screened and interviewed by the district
- Lessons will be given weekly, after school Monday, Tuesday, and Thursday
- Detailed information will be distributed on the private lesson program

Marching Band

Background Information

Katy ISD has enjoyed a high reputation for excellence in music performance, including marching band, for many years. The marching band is the most visible organization of the band program. The marching band provides performance opportunities for band students while integrating the band program into the school and community activities.

Marching Band Participation

As an integral part of the band program, Katy ISD's philosophy is that educationally, historically, and musically, marching band is an essential ingredient in a well-rounded music education in band. KISD believes that music students need to develop the ability to participate and perform in different ensemble experiences which, for band students, includes marching band. As result, marching band is required for all high students who elect to take academic band performance course. However, students who have medical complications or physical disabilities may be excused from participation at the discretion of the head band director. Philosophy regarding all aspects of high school band stems from the TEA/UIL guidelines which govern all Texas school.

Physical Education Requirement

As an artistic endeavor, each rehearsal and performance by the marching band is mentally and physically demanding. For the full marching band performance, students are always on task and must bring to the experience their best performance skills. As a result, each student in the marching band is eligible to receive a physical education substitution credit (maximum 1 credit) an accordance with TEA guidelines.

March Band an Integral component of State Curriculum Requirements

The music and performance skills and techniques, along with the associated academic skills in the band program, are derived from implementation of the expectations found in the Texas Essential Knowledge and Skills (TEKS). Each performance by the marching band provides the curriculum specifically includes requirements such as demonstrating musical skills and artistry, performing in different musical mediums, and experiencing music through a wider range of music literature, which are addressed through marching band. student the opportunity to demonstrate musical artistry through the ensemble, individual music performance skills and techniques, marching performance skills and techniques, and critical thinking skills that include auditory, spatial, and visual awareness.

High Academic Standards Maintained by Students

The opportunity for weekly performance is a motivating factor for academic achievement form marching band students, since only by maintaining their eligibility can they continue to perform. As result, the directors have documented the fact that the least number of ineligible band students during the school year occurs during the marching season.

Grading

Since marching band is a part of the academic band course and therefore, part of the graded curriculum, students in marching band are responsible for assimilating the academic aspects of the band elective as found in the Texas Essential Knowledge and skills (TEKS). Attendance at rehearsal and performances is mandatory and will be integrated into the student's grade for band in accordance with TEA/UIL guidelines.

Practice Time Limits

Marching band practice times are regulated by TEA/UII guidelines. Adherence to these guidelines is the responsibility of the Head Band Director at each school. As per TEA/UII rules “The members of a marching band or any of its components may not begin the marching preparation for a UIL contest presentation prior to August 1. In addition, no more than 10 hours of director-supervised instructional time may be devoted to marching fundamental between the end of the previous School term and August 1.” Music preparation is not affected by the 10 hour rule. Between August 1 and the first day of school, practice schedules are determined by the Head band Director. During the school year, no more the 8 hours of rehearsal a week, outside of the school day, is allowed. Exceptions to the 8 hour rule include preparation immediately before games and contests. KISD observes all of the guidelines.

Rehearsal and Performance Schedules.

Rehearsal and performance schedules are determined by each band staff and are published on the band’s website, cincoranchcougarband.com

Instruments

Marching band students who play an instrument that KISD does not provide (flute, clarinet, alto sax, trumpet and trombone) must personally provide, march and perform with the same instrument they use in band or a second instrument of the same type that is approved by the Head band Director.

Students are responsible for all maintenance on their instrument, whether it is a district-owned or personally owned instrument.

Marching Band Positions

Primary Marchers

Students who earn a position in the marching band will carry the designation of primary marcher. A primary marcher is a student who:

- Successfully completes the memorization requirement for music by the appropriate time.
- Demonstrates high quality marching skills.
- Is punctual in report times.
- Is present at all rehearsals and performances.
- Maintains academic eligibility.

Special Note: Students who fail to meet the music memorization requirement may be penalized by one of the following: a) loss of position as a primary marcher, b) loss of performance opportunity, or c) performance as a marcher only.

Alternates

The band director will keep the number of alternates to a minimum; however, they are necessary and vital aspect to our program due to UIL “No Pass/No Play” rules and to prepare for possible substitution due to injury, sustained illness, etc. Alternates will meet the same attendance, rehearsal, memorization, academic, and performance requirements of primary marchers. Specific drill may be written and music may be edited for those who are not yet able to achieve the physical and musical demands required of primary marchers.

This will improve their individual skill level and will prepare them for future performance opportunities. As a band staff, we are committed to providing performance opportunities for all students. However, the level of performance participation may be limited by eligibility and individual performance ability.

There are many ingredients that are vital to a successful marching program and no one part is more valuable than any other. Examples of ways that students can contribute to the performance are: marching winds, marching Percussion, Front Ensemble Percussion, Prop Crew, and Tech Crew

Marching Band Rehearsals

- Respect everyone on the marching band field – we are all working toward the same goal.
- Prior to all rehearsal, eat healthy and drink a lot of water.
- Be punctual. Aim to arrive 5 minutes before practice begins.
- Water breaks are meant for your health and comfort. DRINK WATER! STAY HYDRATED!
- Rehearsal will be silent at all times
- Standing is the only acceptable position on the marching field unless instructed otherwise (i.e.: when a director tells you to kneel while he gives instructions).
- Everyone will be expected to vocally count at all times.
- Pay attention to general instructions at all times. Listen attentively and respond appropriately.
- Fundamentals will make us successful. Therefore, we expect everyone to participate fully.
- Students are responsible for keeping coordinate sheets/ books. You will receive your coordinate sheets from your drill instructor at the beginning of rehearsal, and it will be given back to them at the end.
- Band members should have their coordinate books at all times. Your drill instructor will tell you where to wear them.
- Move when instructed quickly and quietly (ex: moving from set to set or after a discussion with a leader).
- “Standby” is eyes forward, no talking, feet together, and no moving.
- When setting forms remain at standby silently.
- Remain at attention until you are told to relax
- “Relax” means silently standing in the ready position.
- When adjusting the forms, use your coordinate sheets at all times unless instructed otherwise.
- To keep your spot on the marching field, meet all music memorization deadlines.

Marching Band Performances

The primary performances of the marching band will be at the football games. The marching band will also perform at various competitive marching festivals and UIL Marching Contest, as well as possible local parades.

CRHS Marching Band Performance Guideline

The band staff recognizes that the health and safety of their students is a primary concern, as well as their scholastic performance in all subjects. The band directors also acknowledge that season for marching band competitive performances is contained within a brief but intense period of time during the months of

September through November. Additionally, the band staff recognizes the intrinsic value gained by the students from the pursuit of excellence in these programs.

After a lengthy study of current practices of state and national marching band programs and to provide a balance of the above beliefs, the CRHS band staff will participate in competitive/festival performances for no more than five consecutive weeks during the marching season. This guideline refers to competitive/festival performances involving the entire marching band and does not include performances at football games.

Performance Procedures

- *Report Time:* This will be the designated time at which all members should be at the high school or set location. Students should have all attire and necessary items for the designated performance prior to the report time.
- *Load Time:* This will be the designated time at which all members should be on the appropriate bus with all equipment loaded. All equipment will be checked by the drill instructors. Students without appropriate equipment will be sent home and an unexcused absence recorded.
- *Return Time:* This will be the approximate time of return to the band hall.

What to Bring: (subject to change)

- Garment Bag
- Black Shoes
- Long Black Socks
- Black Band Shorts
- Water Jug
- Flip Folder
- Lyre

All winds and brass are required to use a flip folder and lyre (percussionists must have a flip folder) for all stand tunes. (unless otherwise instructed)

- Instrument with accessories
- Performance shirt
- Poncho
- Uniform apparel
- Proper under garments
- Hair accessories

Pre Performance Practice

- Wear black shoes, black socks, band shorts, performance shirt
- No fingernail polish
- No Jewelry

Music Inspection

Music inspection will occur before all football games and marching band performances that will utilize music which is not part of the competition show. Students will be asked to display music, lyre (if necessary), and flip folder. Students who do pass music inspection will not be allowed to perform.

Uniform Inspection

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, poncho, music, flip folder, water jug, and other components for the marching performance. Students who do not pass the uniform inspection may not be allowed to attend the event. Students not meeting the uniform, music and loading guideline will be subject to disciplinary consequences.

Football Game Procedures

The football game is viewed as a performance of the band program. Such performances include all aspects of the game from arrival to departure:

- Students will remain on campus after school on game days for a brief rehearsal and then for food attained by the band booster organization. This is in consideration of time, organization and safety. Please do not ask for exceptions to this.
- Students will arrive at the set report time.
- Students will load and be prepared to travel at the set load time.
- Students will load the buses with all equipment needed for the performance. The section leaders will inspect all students boarding buses prior to departure. **Students not meeting uniform, music, and loading guidelines will be sent home and not allowed to participate.** Students will receive an unexcused absence for such occurrences, resulting in a zero for that performance.
- Upon arrival at the performance area, students will put on all uniform components and prepare equipment for unloading. Students will unload buses when instructed to do so by a chaperone or director. Exit the bus in proper uniform as instructed by the directors, carrying all necessary equipment.
- Instruments that arrive via equipment truck/trailer will be picked up at the designated area when instructed. All cases must be put back in the original location with latches closed.
- Students will report to the entrance formation for final inspection. Upon instruction from a director or drum major, students will march in into the stadium.
- Upon arrival to the seating area, students will sit when instructed by a drum major or director. Students will sit in assigned area. Students will remain in that seat and section at all times. **Any movement in this bleacher adds risk to the safety of the students and their instruments.**
- Students will bring their band water jug into the stands with them. **No other food or drink will be allowed in the stands during the game. Students will refrain from accepting food or drinks from parents, relatives, or friends. Parents: please do not offer refreshments to your children.**
- Students will be expected to listen for and to watch the directors and drum majors during the game.
- Students will need to be prepared to perform at all times and at a moment's notice.
- Students will refrain from playing their instruments on an individual basis. The band will perform as a group or with approved small ensembles. While playing, always pay attention to the director/drum major.

- Restroom breaks will be granted by a chaperone. Every effort will be made to accommodate needs without jeopardizing the integrity of the section.
- Restroom breaks will not be granted in the second quarter of a football game.
- At the appropriate time, the band will be dismissed from the stands for the half-time performance. At this time, the band members must move quickly, quietly, and efficiently to the appropriate area. Students will need to be focused on the directors'/drum majors' instructions.
- At the conclusion of the half-time performance, students will return to the stands and continue the stand performance throughout the remainder of the game.
- During the 3rd quarter, we will participate in the good sportsmanship procedures of officer meetings and introductions. The band president will create a schedule of which student leaders participate in this event.
- At the conclusion of the game, students will load buses quickly and efficiently.
- Upon return to the band hall, students will insure that personal items, uniforms and instruments are placed in the proper storage areas.

Instrument Loading/Unloading

- All percussion instruments and Tuba's will be allowed to transport instruments on the band trailer/ instrument truck.
- Students will be responsible for seeing that their instrument or empty case is in the proper location.
- Students will also be responsible to see that their instrument is picked up and stored correctly upon the unloading of the instrument truck or buses.

Loading Procedures

- The VP of Logistics will designate the appropriate area for all instruments.
- Students should insure that their instrument is in the proper place.
- Cases should be closed and secure. Instruments in the wrong area may be overlooked and not loaded.

Unloading Procedures

- The VP of Logistics will designate the unloading area.
- Students should uncase their instrument and leave cases in the appropriate area.
- Unloading should be done in a timely and efficient manner.
- Get YOUR instrument out of the way once it is unloaded and put it away.
- Return uniform (hung Properly) to uniform racks
- GO HOME! All you are loved but go home and get some rest.
- Students who display difficulty in following the loading and unloading procedures may lose the privilege of utilizing the instrument truck.

Health and Safety of Band Students

The health and safety of our student is our priority. Every effort will be made to keep our students out of harm's way at all times.

Extreme Weather Conditions

Lightning

A Lightning detector is used at rehearsal, games, and contests to determine our activities. We, like the athletic teams, make it a practice to go inside when lightning occurs multiple times in a small amount of time with 8 miles of our location. Discretion is used to determine immediate threat, as we take lightning and the safety of our students very seriously.

Rain

Under rainy conditions, the band may still rehearse and/or perform at the discretion of the band staff.

Heat/Hydration

We stress to students the importance of hydration at all times, and especially in periods of extreme heat. During extreme heat conditions, we decrease the amount of time between water breaks and/or increase the amount of time used for the break. The weather conditions as well as the physical and mental conditions of our students are monitored continually and adjustments are made to accommodate whenever necessary.

It is very important that every student bring and use their own personal water jug. Sharing water (food) leads to spreading of germs that cause viruses such as cold, flu, mononucleosis, Hepatitis B as well as many other bacterial infections. Sharing water is not acceptable.

Nutrition

It is important for all students to eat healthy and well-balanced meals every day. During summer band camp, students need to eat a healthy breakfast every morning. Stay away from milk and greasy foods.

Students need to bring to bring a healthy sack lunch to summer camp. We do not recommend fried foods, salty snacks, soft drinks, or sweets.

Drink plenty of water!

As the new school year begins, students should continue their healthy diet throughout the day. Continue to eat a healthy breakfast. Eat a healthy lunch. Stay away from greasy foods such as pizza, chips, and candy during the school day. Lunch from vending machines is not appropriate.

Students should continue to drink plenty of water throughout the day to stay well hydrated and eat a healthy snack for the afternoon rehearsal

Eating healthy meals and drinking plenty of water is essential so students can remain in good health

Uniform Guidelines

Students are expected to follow the listed uniform guidelines. No variations will be allowed.

General

- Marching Band uniforms will be sized before/during summer band camp. Band uniforms will be stored at school in the uniform storage area.
- Concert uniforms will be issued in November. Concert uniforms will be stored at school in the uniform storage area. Boys will be responsible for their own shoes, prescribed tuxedo shirt (wing tip collar, pleats, and no ruffles), studs and cufflinks (optional). Girls will be responsible for black closed toed shoes.
- Students will be held financially responsible for the uniform(s) and all components.

Issue and Return

- Students will pick up uniforms from the storage room or racks at least 15 minutes prior to report time for any event.
- Students should follow the posted pick up/return guidelines.
- Students not properly hanging the uniform will receive community service assignment.

Donning the Uniform

- Always wear and treat your uniform with pride. The uniform should be worn as a complete unit at all times when in public. The only exception to this will be when a director instructs you that you may remove your hat or coat. Loading crews may be exempt from wearing the uniform during loading/unloading procedures. *Do not run in uniform!*
- The grey CR shirt is to be worn under your uniform. The band shirt will be part of pre-performance inspections.
- You must wear approved black band shoes and black socks (student purchases).
- Jewelry, hair ribbons, and bright colored nail polish etc. are unacceptable while in uniform. These items hinder the uniform appearance of the band.
- Band students with long hair will need to put it up before loading the bus. Hair must not touch the collar of the jacket and must be above the top of the ear or pulled behind it. No visible hair on forehead.
- No consumption of food and drinks (other than H2O) while in uniform without permission.

Alterations and Care

The CRHS Band Booster will hire tailors to perform the initial uniform alterations.

- Keep collar hooked and the jacket zipped while hanging to retain the shape of the coat.
- Always hang pants by the crease, careful to avoid wrinkled, and lock the dowel into the metal catch to keep pants secure.
- Label your uniform garment bag.

Uniform Costs

If a uniform part is damaged or lost, the student will be responsible for the replacement costs. All marching uniforms are professionally cleaned at the same time to prevent unequal discoloration and fading. The costs for cleaning are collected from each student in advance (see Financial).

Student Leadership

The high school band programs in Katy ISD provide many opportunities for students to develop their leadership skills with a variety of offerings. Students can audition and/or apply for both selected officer positions and elected officer positions. In the manner, students can not only serve their band program but also refine skills that they will be able to use in other school organizations, as well as in future careers. Audition criteria is selected at the discretion of the directors and is communicated to the students. The directors evaluate all selected officer candidates based on their performance both during the audition and during their performance during the school year.

Student leaders are held to a higher standard of performance and behavior than a general band student. They are expected to be a positive role model for all band members at all times. Please see Conduct expectation #1 pertaining to general conduct of students as well as student leadership positions. **To be considered for a Student Leader position you must have auditioned for All-Region Band AND performed one event at Solo and Ensemble Contest.**

Marching Band Student Leadership Positions

Drum Major(s)

The Drum Major will be the field commander and conductor for the marching ensemble. Drum major(s) will be selected by the drum major audition process. In the event that an underclassman is selected as drum major, he/she must reenter the selection process the next school year. Drum Majors will be selected by an audition process. Specific elements of the drum major audition process may vary from year to year at the discretion of the directors.

Section Leaders

Section leaders will be responsible for efficient operations of their sections. They will complete weekly inspections, maintain field discipline, provide instruction, serve as a positive role model, and assist the drill instructors as needed. They will be selected through the first portion of the drill instructor audition process.

Drill Instructor(s)

Drill instructors will be selected through the drill instructor audition process. Drill instructors will be used in the instruction of marching skills as well as the general marching drill. Drill instructors will be selected by an audition process that will involve: quality marching skills and teaching skill. Drill instructors will serve the marching season for which they are selected.

Cougar Band Council

All band students are eligible to apply/audition for Cougar Band Council (CBC) positions. The specific requirements for positions may vary according to the responsibilities of the office. The Cougar Band Council shall serve as an advisory/action body for numerous band functions. The Cougar Band Council shall assist the

band directors and band students in planning, preparing and executing various band functions. Examples of student leadership positions are President, Vice President, and Historian. These offices may change in name and duties from year to year. Candidates for these offices are screened through an application process and/or selected by the students.

Band Banquet

A band banquet is held each spring near the end of the school year. This special evening brings the band together one last time to review the year, recognize student achievement, and to wish our seniors a fond farewell. The location may vary from year to year, but it will be held in a banquet room in the area and is considered a formal evening. This event is free to all band students.

Band Boosters

The Cinco Ranch Band Boosters exist to assist the band directors in achieving the band program goals. The boosters have meetings throughout the school year to inform and involve the parents. The meetings are open to the public and typically begin at 7:00 PM in the Cinco Ranch Band Hall. Some support activities provided by the boosters include serving meals to students before games and contests; providing chaperones for trips, games, and social events; financing student planned social events; providing parent volunteers to assist in all aspects of the marching band productions; coordinating fundraising efforts; and numerous other activities. There is a place for every parent in this organization. Your service is not only encouraged, but also needed for a successful program. For more information, please visit our website at cincoranchcougarband.com and look for the various contact numbers.

Region Band/Orchestra Guidelines

- **All Wind Ensemble Symphonic band students are required to audition for All-Region Band.**
- All other band students are encouraged to audition if the preparation of the music is at a high enough performance level.
- Any person who is fortunate to be selected will attend all rehearsals and the performance of the All – Region Band. (Check your calendar for dates.)
- **Any student that wants to be considered for the Student Leadership Team must audition for All-Region Band.**

It is quite an honor to be selected to the All Region Band. Hundreds of students throughout the region will audition. Even if you are not selected, the experience you receive by preparing will enhance your musical ability and education!

Solo and Ensemble

- **All Wind Ensemble and Symphonic Band members are required to prepare and perform a solo or ensemble.**

- All other band students are encouraged to prepare and perform a solo or ensemble.
- **Any student that wants to be considered for the Student Leadership Team must prepare and perform a solo or ensemble.**
- Students must use an approved accompanist. The accompanist fee is set each year.

BAND HANDBOOK SIGNATURE PAGE *And Marching band acknowledgement*

Marching Band Acknowledgement (<https://form.jotform.us/70954266296164>) Please complete this electronic form.

Please provide the following information and signatures and return to the Cinco Ranch band Staff no later than **August 27th, 2018** (Failure to turn in on time will jeopardize participation in any after-school events).

Please return this page to your band director.

I have received, reviewed and understand the policies and guidelines in the Cinco Ranch High School Band Handbook and the Instrumental Music Code. I further agree to abide by the procedures set forth.

Student Name: _____
(print)

Student Signature _____

Grade _____

I have received and reviewed the 2018 -2019 Instrumental Music Code and Band Handbook.

Parent Name _____
(print)

Parent signature _____

Date _____