

# Winston Churchill Charger Band



Student  
Hand Book

## Table of Contents

<b>Foreword .....</b>	<b>2</b>
<b>Mission .....</b>	<b>2</b>
<b>Goals &amp; Objectives .....</b>	<b>2-3</b>
<b>Communication .....</b>	<b>4</b>
<b>Auditions .....</b>	<b>4</b>
<b>Conduct / Expectations .....</b>	<b>4 – 5</b>
<b>Program Expectations.....</b>	<b>5</b>
<b>Internet .....</b>	<b>5 - 6</b>
<b>Care of Band Facilities .....</b>	<b>6</b>
<b>Attendance .....</b>	<b>7</b>
<b>Daily Supplies .....</b>	<b>8 - 10</b>
<b>District – Owned Instruments .....</b>	<b>10 - 11</b>
<b>Eligibility .....</b>	<b>11</b>
<b>Grading Guidelines .....</b>	<b>12</b>
<b>Travel Guidelines .....</b>	<b>13</b>
<b>Marching Band .....</b>	<b>14 - 15</b>
<b>Marching Band Positions .....</b>	<b>16</b>
<b>Marching Band Rehearsals .....</b>	<b>17</b>
<b>Health and Safety of Band Students .....</b>	<b>18</b>
<b>Nutrition .....</b>	<b>19</b>
<b>Marching Band Performances .....</b>	<b>20 - 21</b>
<b>Football Game Procedures.....</b>	<b>20 - 21</b>
<b>Color Guard Information .....</b>	<b>22</b>
<b>Uniform Guidelines .....</b>	<b>24 - 25</b>
<b>Concert Ensembles .....</b>	<b>24</b>
<b>Performance / Rehearsal Requirements .....</b>	<b>24</b>
<b>Financial Obligations .....</b>	<b>25</b>
<b>Fundraising .....</b>	<b>26</b>
<b>Student Leadership .....</b>	<b>27</b>
<b>Marching Band Student Leadership Positions.....</b>	<b>27</b>
<b>Band Boosters .....</b>	<b>28</b>
<b>Letter Jackets .....</b>	<b>28</b>
<b>Private Lesson Program .....</b>	<b>29</b>
<b>Section Rehearsals / Master Classes .....</b>	<b>29</b>
<b>Region Band / Orchestra Guidelines .....</b>	<b>30</b>
<b>Solo and Ensemble .....</b>	<b>30</b>
<b>Percussion Ensemble Concert .....</b>	<b>30</b>
<b>Band Handbook Signature Page .....</b>	<b>31 – Remove Page</b>

## 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 best served.

By accepting membership in the Winston Churchill Charger Band, you are agreeing to perform to the best of your abilities and work together with the band staff in making this year's band the finest musical organization that our combined efforts can produce. The directors will do their best to ensure that 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 band staff has developed this handbook to familiarize each band member with general operation and procedures 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, a thorough knowledge of these materials is essential to the smooth operation and success of the band this year.

## Mission

The Mission of Charger Band is to mold young adults to be better human beings for the world through music. We are going to relentlessly chase perfection knowing full well we will not catch it because nothing is perfect. But, we will continue to chase it because in the process we will catch excellence. We are not remotely interested in just being good.

## 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

### **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 (as they pertain to a musical setting) judgments through critical listening

Recognition of 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 Charger 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 parents. Specific directors' office phone numbers and email addresses can be found on the band web site at

[www.wcchargerband.org](http://www.wcchargerband.org)

## **Auditions**

All students are required to audition for select performance ensembles. The Head Band Director determines audition requirements and directors will notify students of audition dates, requirements, and results. Directors will serve as an evaluator during auditions. 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 recorded at the director's discretion. Students will be re-evaluated periodically for participation in select performance ensembles.

## **Conduct/Expectations**

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

Students in band serve as representatives of the school and school district at many public extracurricular functions. Membership in these organizations is a privilege and it is within the right of any director to deny membership to a student if they believe that they would not positively represent the organization.

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

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.

All students are expected to conduct themselves in an ethical manner at all times. 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. Students will follow directors' 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.

Students will keep hands, feet, and other objects to themselves. Students will not use or play on equipment they do not own without permission from a director. Students will not touch, handle, borrow, or use anyone else's instrument, uniform, or personal belongings.

Students should request permission to speak by raising their hand and waiting to be acknowledged. All rehearsals are expected to be extremely quiet so that time will be utilized wisely and as efficiently as possible.

When allowed in the band hall, either before or after school, students will not disturb any rehearsal in progress.

Students will respect the property of others, and return their equipment to its proper storage place when not in use. 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.

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 (exceptions: flute, clarinet, oboe, and bassoon).

### **Program Course Expectations**

Students will be in the Charger Band Program understand that it is a full year course. Students that enroll at the start of the school year in Colorguard, band or jazz understand that it is not semester based, but continues all school year long. Students that participate in jazz must be enrolled in the band program or be allowed to participate with the jazz program at the head directors discretion. Students in colorguard in the fall will participate in winterguard in the spring at the discretion of the head director. Students that leave the program and want to later become a part of the program again will be allowed in the program at the director's discretion.

### **Internet**

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 communication such as **Twitter, Instagram, Snapchat, Tik Tok, Facebook, photo sharing, emailing, or texting**, etc., appearing on the internet is public domain, even if it is marked private. Members are responsible for their personal websites and postings, as well as posting from or on other students' websites. The areas of appropriateness will include but are not limited to profane, foul, or disrespectful language (abbreviated or alluding to), pictures, suggestive poses, clothing, references to alcohol, drugs, and/or tobacco, and postings (either verbal or photos) that could be interpreted as being negative or threatening towards other NEISD teaching staff or band members, or that demonstrate poor sportsmanship or a disrespectful attitude towards other bands. Any such incident will result in review by the principal (or designee) and may lead to probation or dismissal from the band.

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. Parents/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 of 3 days to 3 weeks.

Upon confirmation of a third offense, the member will be removed from band.

## **Care of the Band Facilities**

*Refreshments* – 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 deposited in the wastebaskets 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 the director's monitor the facility and control vandalism, which includes writing or carving on walls, destroying music, or breaking school property.

*Workroom/Library/Storage* – Absolutely no student is allowed in these areas without permission. The copy machine is off limits without permission!

*Practice & Ensemble Rooms* – Are designed for practicing, 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 director's phone without permission.

## **Attendance**

In order to have and maintain a high quality band program, attendance from all members is essential. While NEISD bands follow all school and district policies and procedures, the following additional guidelines outline the attendance procedures and policies for Charger bands. These attendance guidelines also apply to activities held outside of the school day.

### **Roll Check**

Roll will be checked and documented 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 the rehearsal begins.

### **Excused Tardiness**

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

### **Unexcused Tardiness**

Students who have more than one unexcused tardy shall make up missed time at a time to be arranged by the director and may be subject to one 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) at a football game

Requirement to stay after rehearsal or report early to next rehearsal to make up lost time

Requirement to make up 15 minutes of fundamental marching with his/her section leader

Removal from program

### **Absence**

Students not present at the appropriate time may be marked absent.

### Excused Absence

Absences will be excused at the discretion of the directors. Appointments, tutorials etc. will not be an excuse for absence. Absence due to personal illness requiring medical attention, death in the family, or other extenuating circumstances may be considered for excused status. Communication to director for understanding and approval is needed. 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.

Special note: Students have one afternoon, or more, free per week during the marching band 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 section rehearsal and one group rehearsals as needed. Thus, students will have ample days available for tutorials and appointments.

### Unexcused Absence

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

- Make up missed time.
- Loss of spot as a primary marcher.
- Loss of marching privilege for one game.
- Loss of attendance privilege at one game.
- Removal from the band program and loss of physical education credit.
- Parents will be notified immediately.

## **Daily Supplies**

The following list is what each student 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/dot book/lanyard/coordinate sheet or UDB app

Lyre/folder

Metronome and Tuner

Other marching equipment as needed (could vary from year to year)

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 Churchill band director.

### Flutes

- Tuning and cleaning rods
- Cleaning Cloth
- Key Oil
- Approved type instrument
- Screwdriver set

### Clarinets

- Three good playable reeds
- Reed guard
- Ligature (Bonade, inverted is strongly recommended)
- Proper mouthpiece with cap (Vandoren 5 RV Lyre, Vandoren M13/M15 )
- Key oil (case storage)
- Bore oil (home storage)
- Cleaning swab (silk handkerchief style, with covered weight)
- Approved type instrument (Buffet R13 preferred)
- Cork grease

### Saxes /Bass Clarinet as applicable

- Three good playable reeds (Vandoren)
- Reed guard
- Ligature (Vandoren)
- Proper mouthpiece (Selmer C star)
- Neck strap (Bass Clarinet players included)
- Approved type instrument

### Trumpet

- Valve Oil (Al Cass)
- Polishing cloth
- Mouthpiece (Bach 3c) or other director approved mouthpiece
- Approved type instrument
- BERP

### French Horn

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

### Trombone

- Slide cream
- Spray water bottle
- Polishing cloth
- Mouthpiece (Bach 5G) or other director approved mouthpiece
- Approved instrument type
- BERP

### Baritone/Euphonium

- Valve oil (Al Cass)
- Mouthpieces (Bach 5g, Shilke 51, Shilke 51D) or other director approved mouthpiece
- Polishing cloth
- Approved type instrument (provided by school)
- BERP

### Tuba

- Valve/Rotary oil - (Al Cass –Sousa Valves /Holton – Concert Rotors)
- Mouthpiece (Helleberg or Miraphone Rose Model 25)
- Polishing cloth
- Approved type instrument (provided by school)

### Percussion

List of approved equipment is provided by percussion director

### Color Guard

- Pole
- Flag
- Riffle
- Sabre
- Electrical tape
- Gloves

## **District-Owned Instruments**

Churchill High School/NEISD is able to provide a limited number of musical instruments for student use throughout the school year. This includes percussion equipment. Churchill staff members will provide appropriate instructions on the safe care and handling of the Churchill/NEISD-owned musical instruments. The rental fee for the year is \$35 (in addition there will be at \$25 Uniform Fee totaling to a \$55 NEISD Fee. This fee covers the actual rental plus regular maintenance to be determined by NEISD music staff members. This fee does not include repairs or replacement cost caused by student or parent/guardian negligence.

For this reason, students and parents should work to insure the safety and security of the instrument at all times, including appropriate care regarding temperature and weather conditions. Churchill staff members will verify the condition of the instrument upon check-out and document this condition with photograph(s). The full repair or the replacement cost for any damage caused by negligence after check-out will be the sole responsibility of the student and the parent/guardian. As with all NEISD property, if the student moves out of this attendance zone, the instrument will be returned to the assigned campus.

Fee should be paid in the program fees. A payment schedule can be created or altered by agreement between director and parent/guardian.

## **Eligibility**

All Churchill Bands adhere to the eligibility rules and regulations as stated by TEA and UIL.

Some band activities are designated as extra-curricular, such as marching band. 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 nine week period following a grade reporting period in which the student received a grade lower than seventy 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, and thus are expected to attend and participate at every practice and rehearsal. The student is not suspended from participation during the period in which school is recessed for the summer or any other vacation time.

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.

For a list of courses that are exempt from eligibility requirements, please contact a director.

## Grading Guidelines

Churchill band programs have instructional objectives that relate 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 or next course in a sequence of courses. Assignments, tests, projects, classroom activities, and other instructional activities are designed so that the student's performance indicates the level of mastery of the 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 extracurricular areas.

A band member's nine weeks grade will be determined from the following items: student's daily preparation and participation, individual testing, performances, and extended classroom activities such as sectionals and before/after school rehearsals. 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 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 before or 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 individual music skills.
- The student's individual skill development will be evaluated through taped music tests, individual playing tests, scale tests, and/or written tests.
- The student will be evaluated on improvement of ensemble skills during daily rehearsals.
- 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 be expected to develop a historical knowledge of the literature relative to their respective instrument.
- The student will receive a grade for each performance during a grading period.

## **Travel Guidelines**

The band will frequently travel on either school buses or 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 with parent signature, prior to the event. Permission will be granted or denied based on the circumstances of the occasion.

Students must have all necessary forms (Medical/Travel Release) completed and on file with the band office 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 pregame dinner 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).
- 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.
- Remain silent from the time they step onto the bus until otherwise instructed

### **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, and the community.

### **Chaperones**

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

### **Spring Trip**

The Churchill Bands may, or may not, take Spring Trips each year during the second semester. These trips may include in-state traveling to local contests or festivals, but may also include out-of-state trips. The Head Band Director will communicate the cost, itinerary, and other details of the trip in a timely manner, allowing families proper time to plan. The SpringTrips are not required events, but can include either portions of the band program, the entire band program, or all Churchill Fine Arts.

# **Marching Band**

## **Background Information**

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

## **Marching Band Participation**

As an integral part of the band program, Churchill's philosophy is that educationally, historically, and musically, marching band is an essential ingredient in a well-rounded music education in band. Churchill believes that music students need to develop the ability to participate and perform in different ensemble experiences which, for band students, includes the marching band. As a result, marching band is required for all high school students who elect to take an 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 TEA UIL guidelines which govern all Texas schools.

## **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 1.5 credits) in accordance with TEA guidelines.

## **Marching Band is 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). 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 the marching band. Each performance by the marching band provides students 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 for marching band students, since only by maintaining their eligibility can they continue to perform. As a result, the directors have documented the fact that the least number of ineligible band students during the year occurs during the marching season.

### Color Guard

Students in Color Guard are a part of the marching band and participate in all activities, including Winter Guard. Band students in Color Guard must be enrolled in the band elective with priority given to band and guard as a secondary. They must have completed the audition process for both programs by a date assigned by the Head Director. All fees must be paid for both programs. Students not in band may audition for and participate in Color Guard with the approval of the Head Band Director. As members of the marching band, Color Guard students receive a physical education credit. All decisions made regarding the Color Guard program are determined through collaboration with the Color Guard Director and Head Director of each campus. Any student twirler must attend UIL and receive a superior rating prior to audition for the band, have an outside official twirling coach and be a member of the colorguard.

### 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 rehearsals and performances is mandatory and will be integrated into the student's grade for band in accordance with TEA/UIL guidelines. Summer rehearsals are mandatory, but will not be graded until the school year starts.

### Practice Time Limits

Marching band practice times are regulated by TEA/UIL guidelines. Adherence to these guidelines is the responsibility of the Head Band Director at each high school. As per TEA and UIL 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 ten hours of director-supervised instructional time may be devoted to marching fundamentals between the end of the previous school term and August 1." Music preparation is not affected by this ten-hour rule. Between August 1 and the 1st day of school, practice schedules are determined by the Head Band Director. During the school year, no more than 8 hours of rehearsal per week, outside of the school day, is allowed. Exceptions to the 8-hour rule include preparation immediately before games and competitions. Churchill observes all of these guidelines.

### Rehearsal and Performance Schedules

Rehearsal and performance schedules are determined by each band staff and are published on the band web sites [www.wcchargerband.org](http://www.wcchargerband.org). Any rehearsal scheduled by the band directors is mandatory. Loss of spots or removal from program are at the band director's discretion due to lack of rehearsal attendance.

### Instruments

Marching band students who play an instrument that NEISD may 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 audition requirements by the appropriate time
- Demonstrates high quality marching skills
- Is punctual in report times
- Is present in rehearsals and performances
- Maintains academic eligibility
- Represents the school, school district, band program and themselves with the highest possible decorum and behavioral standards

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.

## Non-Primary/Alternates/Shadows

The band directors will keep the number of alternates to a minimum; however, they are a necessary and vital aspect of our program due to the UIL “No Pass/No Play” rules and to prepare for possible substitutions 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 students who are not yet able to achieve the physical and musical demands required of primary marchers. This will help 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, attendance 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, Color Guard, Stage Crew, Pit 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 rehearsals, eat healthy and drink lots of water
- Be punctual. Aim to arrive no later than 5 minutes before practice begins.
- Water breaks are meant for your health and comfort. DRINK WATER! Return to the field promptly after being told to.
- Rehearsal will be silent at all times
- Standing is the only acceptable position on the marching band field unless instructed otherwise (ex: when a director tells you to kneel while he gives instructions).
- Everyone is expected to vocally count at all times.
- Pay attention to general instructions at all times. Listen attentively and respond appropriately.
- FUN-damentals will make us successful. Therefore, we expect everyone to participate fully.
- Band members should wear their coordinate books/dot books/fanny pack at all times
- Move when instructed quickly and quietly (ex. Moving from set to set or after a discussion with a leader).
- "Attention" is eyes forward, no talking and no moving
- When setting forms keep feet together and mouths closed
- Remain at attention until you are told to relax
- "Relax" means to silently stand in the stand by position
- When adjusting the forms, use your coordinate books/dot books/ coordinate sheets at all times unless instructed otherwise
- To keep your spot on the marching field, meet all music deadlines

## **Health and Safety of Band Students**

The health and safety of our students is our first 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 rehearsals, 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 within 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. Some instruments will be asked to stay indoors, or moved to a shaded area, while others will be asked to stay outside in the rain. This is 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 bottle. Sharing water (and food) leads to the spreading of germs that cause viruses such as cold, flu, mononucleosis, and 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 dairy and greasy foods.

Students need 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! Students should continue to drink plenty of water throughout the day to stay well-hydrated for afternoon rehearsals.

As the new school year begins, students should continue their healthy diet throughout the day. Continue to eat a healthy breakfast every morning. Eat a healthy lunch. Eating healthy meals and drinking plenty of water is essential to remain in good health.

## 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 Contests, as well as possible local and national parades.

### Marching Band Performance Guideline

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

Additionally, Churchill HS Band Staff recognizes the intrinsic value gained by the students from the pursuit of excellence in these programs.

After lengthy study of current practices of state and national marching band programs and to provide a balance of the above beliefs, Winston Churchill Marching Band will participate in competitive/festival performances for no more than five consecutive weeks during a 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 section leaders. 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:**

Garment bag, black socks, flip folder, Instrument with accessories, Rain Poncho, proper under garments, marching shoes, water bottle, lyre if necessary, band shirt, uniform apparel, hair accessories (gel, hair spray, bobby pins, etc.)

### Pre-performance Practice:

Wear marching shoes, long black socks, band shirt, no exposed jewelry, no nail polish on exposed fingernails, bring all equipment (weather permitting): that means everything (drums, uniforms, etc.)

### Music Inspection

Music inspection will occur before all football games and marching band performances that will utilize music which is not part of the field/competition show. Students will be asked to display music, lyre (if appropriate), and flip folder. Students who do not pass music inspection may 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, raincoat/poncho, music, flip folder, and other components for the marching performance. No visible jewelry may be worn in uniform. Students who do not pass the uniform inspection may not be allowed to attend the event. Students not meeting uniform, music, and loading guidelines 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 boosters. This is in consideration of time, organization, and safety. Please do not ask for exceptions to this.

Students will arrive at the designated report time. Students will load and be prepared to travel at the designated 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 with long hair must have hair up before allowed on bus. Students not meeting uniform, music, and loading guidelines may be sent home and not allowed to participate. Students will receive an unexcused absence for such occurrences.

Upon arrival at the performance area, students will don 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 in garment bag unless instructed otherwise.

Instruments that arrived via equipment truck/trailer will be picked up at the designated area when instructed. All cases must be put back in original location with latches closed.

Students will report to the entrance formation for final inspection. Upon instruction from a Drum Major or director, students will file silently into the stadium.

Upon arrival to the seating area, students will remain standing until all band members have arrived and are prepared to be seated. Students will sit when instructed by a Drum Major or director. Students will sit in assigned seat and section. Students will remain in that seat and section at all times. Any movement in this bleacher adds risk to the safety of students and their instruments.

Students must 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 or snacks to your children.

Restroom breaks may be granted by a director, chaperone, or selected student leader. 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.

Students will be expected to listen for and 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 stay within their instrument/colorguard section.

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.

At the appropriate time, the band will be dismissed from the stands for the half-time performance. At this time, the band must move quickly, quietly, and efficiently to the appropriate area. Students will need to be focused on the directors' and Drum Majors' instructions.

At the conclusion of the half-time performance, students will return to the stands and continue in 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 each week.

At the conclusion of the game, students will load busses quickly and efficiently. Upon return to the band hall, students will ensure that all personal items, uniforms and instruments are placed in the proper storage areas. At the conclusion of each engagement, there may be a brief meeting before dismissal.

## **Color Guard Information**

All decisions made regarding the Color Guard are set through the collaboration of the Color Guard Director and Head Director.

### **Dressing Out**

Dressing out is required during rehearsal and is part of the daily grade. Dress-out clothes consist of:

-T-shirt/Tank, socks, sweatshirt and shorts/tracksuit (when cooler), shorts, tennis shoes, additional items at directors discretion

### **Tote Bags**

The following items are to be kept in the tote bags. Additional items may be included at the discretion of the director.

-Hair spray, hair clips, make-up (in zip-loc bag), Kleenex, electric tape, feminine products, bobby pins, deodorant, towel, uniform parts, track suit (when applicable), gloves

### **Practice**

When practicing, concentrate on technique. Pay attention to the details of both body and equipment. Do not “just go through the moves/routines” half-heartedly reiterating mistakes. Define each move as explained in class.

### **Winter Guard**

Students in the Color Guard will also take part in the Winter Guard program during the spring semester. Winter Guard rehearsal dates, performances, and cost will be determined and communicated to the participating students and their parents.

### **Guard Room Expectations**

*Students currently in Color Guard/Winter Guard are the only students allowed to be in the Color Guard Room. The room will be unlocked in the morning so students can put their stuff away but will be immediately locked once the school day begins. During 5th period the room will be open back up again for students to use. No food is allowed. You may eat in the hallway of the Band Building. All equipment, materials and other Churchill Band property must be treated with the utmost care and respect.*

## Uniform Guidelines

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

### GENERAL

Marching Band uniforms will be issued 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 (wingtip collar, pleats, and no ruffles), studs and cufflinks (optional). Students will be held financially responsible for the uniform(s) and all components.

### ISSUE AND RETURN

Students will be issued a marching uniform during summer band. Depending on the campus, a procedure will be set in place for students to pick up/return their uniforms on game days and performances. Each student is expected to comply with the procedures determined by their directors.

### 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 while in uniform!

The band t-shirt (often times the official “show shirt” or Charger Tee) is to be worn under your uniform. The band shirt will be part of pre-performance inspections. The band tee-shirt does not pertain to the Concert Band uniform (dress or tux).

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 be required to wear their hair in a specific manner, As per director discretion.

No consumption of food and drinks (other than H<sub>2</sub>O) while in uniform without permission.

## REQUIRED DRESS – Concert Uniforms

### ATTIRE

Both men and women will have a required uniform set by the head director. Each student will be issued the required pieces to their uniform and are required to return the parts in good condition at the conclusion of their concert season. Please see band director for a specific list of uniform parts.

### ALTERATIONS and CARE

Band Boosters will provide volunteers to perform the initial uniform alterations for their specific program.

- Keep the collar hooked and the jacket zipped while hanging to retain the shape of the coat.
- Always hang the pants by the crease, careful to avoid wrinkles, and lock the dowel in to the medal catch to keep the pants secure.
- Label your uniform garment bag. Uniform crew may label these for you.

### 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).

## **Concert Ensembles**

Each campus will have one or more concert ensembles with varying ability levels each year. Placement into these ensembles is by audition, as well as observation throughout the year. The audition process is determined by the staff of each campus and approved by the head director. Directors will provide students and parents with the audition requirements in advance to allow adequate time for preparation. For questions regarding the concert ensemble names and set up, contact your campus director.

## **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:

Fall Concert (Marching Band Concert)

Winter Concert

Spring Concert

Band Festivals/Pre UIL Contest

UIL Contest

Spring Trip Festival

Others as needed

### **Concerts/Performances**

Concerts and performances are an integral component of the band curriculum. Students should consult their schedules 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. 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 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.

Students are expected to help move equipment and “stack-n-rack” chairs and stands when needed.

### **Financial Obligations**

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

#### **Band Fees/Obligations**

All Charger Band members and families will be responsible for annual band fees. The purpose of the band fee is to help with the various expenses that are necessary to run a quality band program, but are not covered by the school district. These include but are not limited to such items as: clinicians, contest entry fees, printing specialty items, general supplies, marching band design, travel, social activities, and more as voted by BPA. Meal fee (covers pre-game meals and some contests. All band fees must be paid in full by November as per the arranged dates by the band director. Families may elect to use fundraising events during the year for fees and must inform the director of their plan prior to November. Fees must be paid in full in order to participate in extra activities such as, but not limited to: playoff games, banquet, trips, etc. Students that do not continue in the program after the second week of school can get a partial refund for the optional game day meal plan or items that have not been previously ordered.

### Assessed Fees

Fees listed below are approximate and may vary from student to student. Each student will receive an estimated expense sheet with their applicable expenses. This will be in addition to the band fair share fees.

- Shoes: All marching band students must have the approved black shoes. No other shoe will be acceptable. The Head Director at each program determines which shoes will be required.
- Show shirt and Charger Travel Shirt: Will be worn at all games and performances underneath the uniform.
- Uniform cleaning – All marching uniforms are professionally cleaned at the same time. Concert uniforms are professionally cleaned.
- Misc. Supplies: Including, not limited to, various supplies, flip folders, lyres, gloves, etc. The costs may vary from year to year.

### Equipment Fee - \$30

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

### Trip

The band program may take a trip in the spring. Cost and Fee Schedules will be communicated ahead of time at the discretion of the Head Director for each campus. All band fees must be paid in full prior to trips or the student will not be allowed on the trip.

## **Fundraising**

The Charger Band and Band Parent Association (BPA) engage in fundraising activities throughout each year. The monies raised from fundraising activities will be credited to an account held by the BPA and is subject to all state laws. This money will be used only for the direct benefit of the band program.

## **Student Leadership**

The high school band programs at Churchill 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 this 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 their 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 current school year.

Student leaders are held to higher standards of performance and behavior than a general band student. They are expected to be positive role models for all band members at all times. Please see Conduct Expectation #1 pertaining to general conduct of students as well as student leadership positions. All student leaders are leaders throughout the school year.

## **Marching Band Student Leadership Positions**

### **Drum Major(s)**

The Drum Major(s) will be the field commander(s) and conductor(s) for the marching ensemble. A Drum Major will serve the marching season for which he/she is selected. 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 through 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 positive role models, and assist the drum majors as needed. They will be selected through an audition process at the discretion of the directors.

### **Band Council**

All band students are eligible to apply/audition for Band council positions. The specific requirements for positions may vary according to the responsibilities of the office. The band council shall serve as an advisory/action body for numerous band functions. The council shall assist the band directors and band students in planning, preparing, and executing various band functions. Student leadership positions range from service areas to executive areas and may change annually. Examples of student leadership positions are President, Vice-President, Class Representatives and Social Officers. These offices may change in name and duties from year to year. Candidates for these offices are screened through an audition process.

### **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 and to wish the seniors a fond farewell. The location may vary from year to year, but it will usually be held at a banquet room in the area and is considered a formal evening. Tickets are sold to cover the cost of the dinner, decorations, DJ, etc. This event is entirely planned by the student leaders and select Booster Board parents.

## **BPA/Band Boosters**

The Churchill Band Parent Association (BPA) to assist the band directors in reaching the band program

goals. The Boosters meet once a month; please see your campus calendar for the meeting date, time and location. There is a place for every parent in this organization. Membership in the Band Boosters is open to every parent of a Churchill Band Member. There is a small fee for membership cost. Your service is not only encouraged, but also needed. For more information, please visit our website at [www.wcchargerband.org](http://www.wcchargerband.org) and look for the various contact numbers.

## **Letter Jackets**

A jacket will be presented to upperclassmen students who have served the Churchill band programs well. This is based on a point system. Students must have participated in the program from the time of their enrollment in high school to their senior year. A point system has been created by the fine arts department and will be used by the Churchill Band. Any student that makes Area will be awarded a jacket.

## **Private Lesson Program**

This is a district wide program that provides a high quality enhancement to classroom instruction. Teachers are all specialists on their instruments. Most of our teachers are professional musicians in the Austin/San Antonio area and have advanced degrees in the performance of their instruments. 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, preferably during the band classes
- If there is a need for before/after school lessons, every effort will be made to schedule lessons at times that do not conflict with marching rehearsals, sectionals or other activities.
- Detailed information will be distributed on the private lesson program

## **Section Rehearsals/Master Classes**

Section rehearsals/Master classes will begin in August and will be held the entire school year.

During football season, students will have a masterclasses for the fundamentals of instrument technique and region music preparation. These masterclasses may be taught by a professional on the specific instrument, such as a private lesson teacher, or by a band director.

Master Classes will begin in August and may continue through Region Band Auditions. These are separate from all other rehearsals.

After football season, all students will have at least one weekly Section Rehearsal with their concert band's section. The Sectional will be directed by the band director of the concert ensemble and will be primarily focused on music that the student's concert ensemble is preparing for future concerts and contests. Students are expected to be punctual and prepared on a weekly basis. Absence from section rehearsals must be in accordance with the attendance policy. Students must make every effort to attend. Section rehearsals are an extension of the classroom and are graded accordingly. Section rehearsal schedules may be found on the band web site or by contacting the student's director.

## **Region Band/Orchestra Guidelines**

- Students in the top performing band are required to attend All-State audition process.
- All other band students are HIGHLY ENCOURAGED to audition for All-Region Band.
- Students will be graded on the preparation for this event.
- Any person who is fortunate enough to be selected will attend all rehearsals and the performance of the All-Region Band. (Check your calendar for dates.)

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 band members have the opportunity to prepare and perform a solo. Grades will be issued for preparation and participation in the Solo and Ensemble process. Students must use an approved accompanist. The accompanist fee is set each year by the Head Director at each campus. Scholarship opportunities for accompanists may also be available; please see the Head Director at each campus for details.

## **Percussion Ensemble Concert**

This is a concert held in the spring featuring Churchill percussionists and possibly percussionists from feeder middle school(s). The students perform music that they have learned for Solo & Ensemble Contest as well as their annual Night of Percussion Concert.

# Band Handbook Signature Page

Please return this page to your band director.

I have reviewed and understand the policies and guidelines in the Churchill Band Handbook and the Instrumental Music Code. I understand that Band is a Full Year course. I further agree to abide by the procedures set forth. The band handbook is located at [www.wcchargerband.org](http://www.wcchargerband.org)

Print **Student** Name **X** \_\_\_\_\_

**Student** Signature **X** \_\_\_\_\_

Grade: 9 10 11 12 (circle one)

Print **Parent** Name **X** \_\_\_\_\_

**Parent** Signature **X** \_\_\_\_\_

Today's Date \_\_\_\_\_