

**Alief Taylor High School
Roaring Lion Band
Handbook
2019-2020**

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Foreword

Well established rules, policies, and procedures are integral parts of a successful organizations ability to meet its goals and objectives as well as ensuring that the welfare of each individual member is best served. This handbook has been developed as a means to communicate our rules, policies, and procedures to both band members and their parents; the knowledge of which is essential to the smooth operation and success of the band program. By accepting membership in the Alief Taylor High School Band, you are agreeing to abide by these rules, policies, and procedures as well as to perform to the best of your abilities and work together with the band staff in making the band the finest musical organization that our combined efforts can produce.

This handbook is not intended to be all-inclusive, as every possible situation and question cannot be predicted in advance. The answers to questions that you may have which are not answered here may be found on our band website or by asking any of the band directors.

Mission

The Alief Taylor High School Band is dedicated to expanding each child's knowledge and understanding of music as a lifetime activity, increasing each child's sense of responsibility and commitment, and giving each child a place to call home in the large school environment.

Goals, Objectives, Grading Policies

Course Expectations

Consistent with the TEKS/TAKS expectations and guidelines, students in all band classes will:

- Demonstrate knowledge and skills in perception, creative expression/performance, historical and cultural heritage, and critical evaluation by reflecting on musical periods and styles
- Develop an understanding of music's role in history and society
- In individual and ensemble performances, develop and demonstrate skills in reading parts, interpreting various music symbols, expressions, and syntax
- Analyze music and musical performances using developed criteria and by making critical judgments and informed choices

These objectives will be realized through individual and ensemble practice, performance, and playing examinations. Practices and playing examinations will include performances of ensemble parts, etudes, fundamental exercises (focusing on tone development and technique), and other music as assigned.

Minor and Other Grades

Minor and other grades will be 50% of the student's final grade. This will include the student having all necessary materials in each class period (instrument, mouthpiece/reeds, sticks/mallets, music, drill, etc.) and attendance at all scheduled sectionals and rehearsals. Your child's director may assign additional daily grades as needed.

Major Grades

Major grades will be 50% of the student's final grade. This will include playing tests (students performing assigned pieces or excerpts of music individually or in groups) and written tests.

ALL STUDENTS HAVE THE OPPORTUNITY AND ARE STRONGLY ENCOURAGED TO RE-TEST ON ANY PLAYING ASSIGNMENT THROUGHOUT THE GRADING PERIOD. IT IS THE STUDENT'S RESPONSIBILITY TO SCHEDULE A RE-TEST WITH ANY DIRECTOR.

Extra Credit

Extra Credit opportunities are available to each student for each grading period. These may include attending pre-approved fine arts activities (collegiate and professional level band and orchestra concerts) and writing reviews of the performances, and playing off various fundamental exercises on their instruments (i.e. scales, arpeggios, thirds). These events must have approval of a director before the event takes place. Completion of the project does not guarantee credit. Quality and effort will determine the final grade.

Homework

Students are expected to practice the amount required to achieve mastery of the material assigned.

SmartMusic

We will be using SmartMusic for assessment in all band classes for scales, region assignments, band music, and other materials as determined by the directors. This testing will take place at school on one of the school laptops or at home on the student's home computer. Please contact your child's director if you have any questions.

Conduct/Expectations

Rules and regulations listed in the Alief ISD Student Handbook and Code of Conduct (available at aliefisd.net) are followed during all band activities. Students and parents should become familiar with everything outlined in this document. As stated on page 29 of the Alief ISD Student Handbook and Code of Conduct, "Dismissal or probation will be recommended by the director for lack of participation, poor conduct, absenteeism, and failure to comply with the rules."

Any facility (including buses) used by the band for any purpose should be kept neat and clean at all times. Students are responsible for cleaning up after themselves and returning any equipment to its appropriate location in the band hall, ensemble room, stage, or any facility used by the band.

The instrument storage areas are to be kept neat and clean at all times. Students may store only their instruments, music, and instrument accessories (reeds, valve oil, mutes, etc...). Water bottles may also be stored during marching season only.

Students may only use the combination lock issued to them by the directors. Personal locks will be removed. In addition, students must keep their lockers locked when the student is not present in the band hall. It is the student's responsibility to keep his or her belongings secured in the locked locker and to keep their locker combinations private.

Personal/school property and/or equipment should be treated with the utmost care. Vandalism, theft, or unauthorized relocation of instruments will not be tolerated. The appropriate disciplinary action will be taken and may include dismissal from the band program.

Appropriate and acceptable language is to be used at all times.

Appropriate etiquette is expected of all students, parents, siblings, friends, and relatives at all band activities.

Classroom Procedures

- Treat yourself, others and school property with respect.
- Remain silent once the bell rings. Stay in your assigned seat and raise your hand to be recognized.
- Cell phone usage is limited to tuning apps only. Any unauthorized use of a cell phone during rehearsal may result in the phone being confiscated until the end of rehearsal. Repeated offenses will result in the student turning in his/her phone to a director before class for a period of time determined by the director. It is the student's responsibility to pick up their confiscated phone after class or rehearsal.
- Be in your assigned seat with your instrument, music and all other necessary materials before the tardy bell rings.
- Bring **ALL** necessary materials to class. (ie. instrument, music, pencil, reeds, mutes, valve oil, etc.)
- At the end of class, be responsible for instrument and classroom cleanup. Pick up discarded reeds, trash, push stands down, straighten chairs, etc.
- **No food or drink allowed in the band hall including gum or candy. Only water bottles and bottled water are allowed.**

Discipline Procedure

- After-school detention in the band hall
- Parent Contact/Referral to Assistant Principal
- Parent/Student/Director Conference
 - Following the Parent/Student/Director Conference, the student may be placed on probation for an agreed-upon period of time where the student will need to meet certain conditions. Following the probationary period, a decision will be made on whether or not the student will continue in the band program.
- Dismissal from band program

Severe Conduct

It is a privilege to represent the school and to be a member of one of the largest organizations on campus. As representatives of Alief ISD, Alief Taylor High School, and the Roaring Lion Band, you are expected to demonstrate exemplary behavior whether at school or away at all times. The behavior of the individual is a reflection of the organization and will therefore affect the individual's eligibility to participate or represent the team or organization. Therefore, students in Alief ISD extracurricular activities are prohibited from the following:

- Using, possessing, or being under the influence of an alcoholic beverage

- Using, possessing, or being under the influence of a controlled substance, illegal or dangerous drug, abusable glue, aerosol paint, or any other mood-altering drug. This includes marijuana, synthetic marijuana, and bath salts.
- Theft or stealing
- Lewd, disruptive, or other offensive conduct that offends or affronts school district standards of propriety
- Engaging in conduct that contains the element of any criminal offense identified in state or federal law, with the exception of minor traffic offenses
- Any arrest by a law enforcement official

The directors, in consultation with campus administration, the fine arts coordinator, and law enforcement officials (if necessary), will conduct an investigation of the alleged violation. Upon conclusion of the investigation, the directors will determine the severity of the violation and recommend either suspension or dismissal from the program.

Electronic Media and Digital Citizenship

Any member representing themselves, the band, their section, or any other subgroup in an unfavorable, questionable or illegal manner through 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 to the band, school, district, or members of any other school organization including themselves (i.e. camera phones, digital photos, electronic descriptions) will be subject to disciplinary action.

Such violations include posting derogatory comments, images, or videos referencing staff, students, or parents of the band or any other program either by name or inference. Parents are highly encouraged to monitor their child’s activity on social media sites and text messages as this is where most violations take place.

The directors, in consultation with campus administration, will conduct an investigation of the alleged violation. Upon conclusion of the investigation, the directors will determine the severity of the violation and recommend either probation, suspension, or dismissal from the program.

Academic Eligibility

In accordance with laws in the State of Texas, all students must be academically eligible to participate in all band activities. Students are considered eligible to participate provided they have a 70 or above in all classes at every grade check. Please refer to the UIL Eligibility Calendar under the calendars section at Alief ISD.net or the band calendar for grade check and eligibility dates.

Eligibility for UIL Participants for First Six Weeks

UIL participants are eligible to participate in contests during the first six weeks of the school year provided the following standards have been met:

- Students beginning grades nine and below must have been promoted from a lower grade prior to the beginning of the current school year.
- Students beginning their second year of high school must have earned five credits which count toward state high school graduation requirements.

- Students beginning their third year of high school must have earned a total of ten credits which count toward state high school graduation credits or have earned a total of five credits which count toward state high school graduation requirements during the 12 months preceding the first day of the current school year.
- Students beginning their fourth year of high school must have earned a total of 15 credits which count toward state high school graduation credits or have earned a total of five credits which count toward state high school graduation requirements during the 12 months preceding the first day of the current school year.

Eligibility for UIL Participants after First Six Weeks of the School Year

A student who receives, at the end of any grading period (after the first six weeks of the school year), a grade below 70 in any class (other than an identified advanced class) or a student with disabilities who fails to meet the standards in the Individual Education Plan (IEP) may not participate in extracurricular activities for three school weeks. At the discretion of the director, an ineligible student may practice or rehearse. The student regains eligibility after the seven calendar day waiting period has ended following a grading period or the three school weeks evaluation period when the principal and teachers determine that he or she has earned a passing grade (70 or above) in all classes, other than those that are advanced.

All schools must check grades for all participants at the end of the first six weeks of the school year. From that point, grades are checked at the end of the grading period whether it is six, nine, or twelve weeks in length. Students who pass remain eligible until the end of the next grading period. All activity coaches and directors are responsible for obtaining official grade reports from the individual the principal designates as the keeper of official grades before the student represents the school. (We will not take a student's word for it.)

Events Requiring Academic Eligibility

- Competitions/Contests and all activities associated with them
- Football Games
- Parades
- Pep Rallies
- Concerts (where admission is charged)

What are Ineligible Students NOT Allowed to Do?

- May not participate in performances as listed in "Events Requiring Academic Eligibility".
 - Includes sitting with the band at pep rallies or football games
 - Includes participating in Homecoming activities with the band
- May not travel with the school group to an event (with the exception of the Spring Trip).
- Appear in group photos that are taken in conjunction with a contest or performance.

What are Ineligible Students Allowed to Do?

- Travel with the group on the Spring Trip
 - The student must be paid in full for all trip expenses
 - May not perform if the band is competing
- Participate in private performances or at church

- Appear in group photos for the yearbook or other media guide provided the photos are not taken in conjunction with an event requiring academic eligibility.

What are Ineligible Students Required to Do?

- Meet minimum academic requirements of all courses in order to regain eligibility (not just the failed course)
- Attend tutorials
- Attend rehearsals as designated by the director

Ineligible Students With Competition Roles

- Will not practice with the band during period of ineligibility
 - In lieu of rehearsal time, the student will be required to attend tutorials for the class in which the failing grade was received. A weekly log indicating the times the student was in the tutorial will be due every Friday during the period of ineligibility. This log must have the arrival time, departure time, subject, a brief description of material covered, and signature of the tutor. This will count as 50% of each week's participation grade.
- Will not regain original position in marching show
 - Will be considered as a replacement for anyone who loses eligibility
 - Will be assigned a non-competitive role band upon return
- Will not travel with band to games, visit the band, or sit with the band during period of ineligibility as required by law
- Will not travel with band to contests during period of ineligibility as required by law
- Will not participate in parades or pep rallies during period of ineligibility as required by law

How does UIL Eligibility affect band placement and grading?

- Students with consistent eligibility issues will be moved to a non-performing role until the student has re-established a history of good academic standing
 - This may include being placed in Concert Band for a minimum of one semester so the student can focus on academics and re-establishing a history of good academic standing
 - This may result in the student having a non-competitive role in the Marching Band for the first six weeks of the following school year
- Students do not receive zeroes for missing required events for which they are academically ineligible. In these cases, the grade will either be excused or an alternate assignment will be given.
- See above regarding the tutorial log and how it counts toward the weekly participation grade.

Marching Season

ALL THS band members are part of the Marching Band and are expected to attend all rehearsals and performances (see attendance policy).

Performances include:

- All THS football games (home, away, **and** playoffs)

- UIL Region Marching Contest
- UIL Area Marching Contest (even numbered years)
- UIL State Marching Contest (even numbered years)
- Bands of America Marching Competitions
- Any other scheduled marching performance (invitational contests and parades)

Reasons that might preclude a student from participating in the marching activity may be: health restrictions, physical handicap, or involvement with another THS activity whose practices and/or performances or games conflict with the band's schedule, e.g. football or volleyball. **ALL band students MUST supply the directors with a completed physical form from a physician. NO STUDENT WILL BE ALLOWED TO BEGIN PARTICIPATION UNTIL A COMPLETED PHYSICAL FORM IS ON FILE. FOR ATHLETES, IT IS THE STUDENT'S RESPONSIBILITY TO PROVIDE A COPY OF THE COMPLETED PHYSICAL FORM TO THE DIRECTORS AND TO THE TRAINER PRIOR TO PARTICIPATION.** This form will be the determining factor for health related exemption from marching – additional documentation may be required.

All incoming freshmen and returning upperclassmen will undergo a playing and marching evaluation prior to the start of school. These two evaluations along with attendance records, demonstration of proper attitude, and history of academic eligibility will determine who will earn a competitive role and who will be assigned a non-competitive role. (Please refer to "Marching Band roles").

While at functions, band members will show proper respect and decorum for the moment of silence, the alma maters, the National Anthem, player injuries and pre-game introductions. Students will remain quiet and dignified throughout these ceremonies.

Inappropriate behavior or actions will result in the loss of the privilege of attending football games. Students not involved in the daily marching activity will not attend any marching events.

Heat Plan

1. Students are **required** to bring a ½ gallon jug of water to every practice*. Bottles purchased in the school vending machines or at convenience stores are not sufficient for hydration during practice.
2. Light colored and lightweight clothing should be worn*. **White shirts are required at all marching rehearsals.**
3. A hat or visor is highly recommended along with sunglasses.
4. Sunscreen should be used at every rehearsal.
5. Students who overheat will be taken into the building to cool down. If further treatment is needed, the parent will be contacted and an attempt will be made to locate an athletic trainer or school nurse.
6. During periods of severe heat (temperature of 104 degrees or higher), rehearsals will be moved indoors or rescheduled to late evening.

***Students who do not have a ½ gallon water jug filled with water or who are not wearing proper rehearsal attire will be sent home with an unexcused absence. Parents should not deliver forgotten items to the front desk or attendance office. You may deliver it to the band hall or back parking lot after school.**

Rain Plan

1. Rehearsals will take place in the event of rain.

2. The band will not rehearse outside during severe weather or during storms where lightning is present; however, we will rehearse outside during periods of light rain.
3. We will not return to the field until 30 minutes have passed following the last lightning strike.
4. Rehearsals that are canceled due to severe weather will be rescheduled to the next day or time will be added to the remaining rehearsals for that week.

Marching Band Roles

The marching band lineup consists of two types of roles: competitive and non-competitive

1. Competitive roles are earned based on the following:
 - a. Ability to handle the physical responsibility
 - b. Regular attendance
 - c. Ability to perform the music as directed
 - d. Academic eligibility
2. All students that do not earn a competitive role will be assigned a non-competitive role
 - a. Attends and participates in all rehearsals
 - b. Performs at all football games and during halftime
 - c. Will attend, but not perform at competitions
 - d. May receive a competitive role drill assignment if a position opens
3. Students involved in other activities (THS-sponsored activities that are in direct conflict with the band's practice or performance schedule)
 - a. Required to meet all curriculum requirements
 - b. The student and at least one parent will have a conference with the directors to determine the student's level of participation in marching band activities.

Expectations At Football Games

1. Attendance is required.
2. Red band shirts and navy band shorts will be worn under the uniform at all times.
3. The band will travel to and perform at all home and away games including playoffs regardless of weather conditions.
4. Students will have the rain uniform (blue jeans, red band shirt, black socks, and black marching shoes) on hand for every game in case of rain. This is not needed when we wear our summer uniform.
5. Students will remain in FULL designated uniform at ALL times until instructed otherwise by a director. This includes having shirts tucked in, pant suspenders worn over the shoulders at all times, and keeping the coats zipped up at all times.
6. Inappropriate cheers, catcalls, and/or gestures/dance moves will not be tolerated. Appropriate disciplinary action will be taken.
7. Students may only bring into the stands the items designated by the directors. Items required are: instrument, flip folder, water jug, and shako.
8. Students will remain in their assigned seats at all times and are not allowed to move around within their sections.
9. Restroom breaks are permitted, however students must be accompanied by a chaperone.
10. Students should take advantage of restroom facilities prior to boarding the bus for long bus rides.
11. Students need to keep track of instrument parts, sticks, uniform parts, music, and other equipment at all times.

12. No food or drink is allowed in the stands at any time with the exception of the snack being provided by the booster club or the personal game water jug.
13. Students may not purchase items from the concession stand at any time unless prior authorization from a director is obtained.
14. Parents may not purchase items from the concession stand and bring them to their child in or under the stands. This will result in the student being suspended from a future football game.
15. Glitter and face paint will not be permitted.
16. No jewelry may be worn.
17. No headwear. Anything used to pull back the hair must be black.
18. If a director determines a hairstyle as inappropriate or in conflict with uniformity, the director may require the student to change the hairstyle. Examples: colored hairspray, multi-colored hair, multiple ponytails, glitter, etc.

Buses

1. Students will sign up for buses prior to the first game.
 - a. Students may only sign up themselves. They may not sign up their friend(s).
 - b. Students may only sign up on their designated day.
 - c. Students who miss bus sign up will be randomly assigned to a bus by the directors.
 - d. Failure to follow a or b will result in the entire band sitting in alphabetical order for that week's game.
 - e. Bus assignments will apply for the entire season.
 - f. Switching or trading buses is not permitted.
2. Students may not board the bus without a chaperone present.
3. Personal listening devices are allowed provided headphones are worn.
4. For safety reasons, students are to remain seated and facing forward when the bus is not parked.
5. No singing, loud noise, or loud conversations are allowed on the bus.
6. Flash photography is a safety issue and is not allowed.
7. No food or drink is allowed. Only the water jug is allowed on the bus. The directors will let students know when there are exceptions.
8. Students are expected to clean up after themselves before leaving the bus.
9. Uniforms are to be transported in the garment bag. Special care should be taken to keep them clean and in good condition.
10. When we reach our destination, we will dismiss in the following order:
 - a. Directors & Drum Majors
 - b. Percussion, Tubas & ½ of the chaperones
 - c. Winds with instruments on truck
 - d. All other winds
 - e. Color guard
 - f. All other chaperones
11. The default plan is to leave cases on the bus or truck. The directors or drum majors will announce when cases will be taken into the stadium.
12. Immediately line up in two by two formation back to front (flutes to tubas). The drum majors and student leaders are in charge of getting this set up quickly.
13. Items in #7 of Expectations at Football Games will be carried as instructed.
14. Leave valuables at home.
15. The drivers, chaperones, and directors always have final say.

Concert Season

The Roaring Lion Band is divided into three concert bands. The bands are:

- Wind Ensemble
- Symphonic Band
- Concert Band
- Jazz Band (after school only)

Performances include, but are not limited to:

- Winter Concert (December)
- UIL Solo & Ensemble (February)
- Pre-UIL Concert (April)
- UIL Concert and Sight-reading Contest (April)
- Spring Trip (after Spring Break)
- Spring Concert (May)
- Graduation (members chosen by directors)

Band Placement

All students are placed into bands by audition. Auditions for initial placement happen in May prior to the end of school. Materials for the May audition are handed out to high school and intermediate students two weeks prior to the audition.

Placement for the spring semester is based on all playing tests from the fall semester (scales, region assignments) and region band placement/participation.

ALL students are required to attend all rehearsals and performances for their particular band. (See Attendance Policy and Grading Policy)

Afterschool Rehearsals

Afterschool rehearsals include a weekly section rehearsal and a weekly full band rehearsal. These rehearsal dates and times will be announced in January and placed on the calendar.

- Students within each section choose their own section rehearsal time. It is up to the students in each section to resolve any conflicts and come up with a common time when they can all meet with the director. Section rehearsals are for Wind Ensemble and Symphonic Band only.
- Full Band rehearsals for Wind Ensemble and Symphonic Band are listed on the band calendar. Concert Band rehearsals will be announced as needed.
- Students who fail to meet the after school commitment in the spring will be placed into a band that does not have after school requirements.

Alief Honor Band Auditions (middle of November):

- All eligible Wind Ensemble members are required to audition.
- All other band members are highly encouraged to audition.
- Results from this audition will be one of several factors to determine THS band placement for 2nd semester.
- There is NO fee for this audition.

Region Orchestra Auditions (middle of November):

- Eligible band members in good standing and who are properly prepared on the materials may audition with other students from TMEA Region 23.
- Principal players in the Wind ensemble are expected to audition.
- A fee is due at the deadline which is approximately six weeks prior to the audition.
- The Region Orchestra has a clinic and concert in November. Students must be eligible to participate in the clinic/concert. Students who have advanced to the Area or State level must participate in the clinic/concert to remain in the audition process at the advanced levels.

Freshman Region Band Auditions (Early November):

- All eligible freshman band members are highly encourage to audition with other students from TMEA Region 23.
- All eligible freshman in the wind ensemble are expected to audition.
- A fee is due at the deadline which is approximately six weeks prior to the audition.
- Students who place high enough are named to the Freshman Region Band.
- Students will receive a recognition patch.

Region Band Auditions (Early December):

- All eligible band members are are highly encouraged to audition with other students from TMEA Region 23.
- All eligible Wind Ensemble members are expected to audition.
- A fee is due at the deadline which is approximately six weeks prior to the audition
- The Region Bands have a clinic and concert in January. Although the audition is in December (first semester), students must be eligible band members in good standing to participate in the clinic/concert. Students who have advanced to the Area or State level must participate in the clinic/concert to remain in the audition process at the advanced levels.
- Students who have a known conflict with the Region Band Clinic/Concert may not participate in the audition process.
- Students placing high enough advance to the Area level.

Area Band Auditions (January):

- Involves eligible band members who have advanced from the Region level in Regions 13, 17, 19, and 23.
- An additional fee is required.
- Students placing high enough will advance to the All-State auditions in February.

All-State Clinic/Concert (February):

- Involves eligible band members from across the state. This is an extremely high honor.
- Includes paid travel to the placement audition, clinics and performance at the TMEA Clinic and Convention in San Antonio.

UIL Solo and Ensemble Contest

- All eligible band student are highly encouraged to participate.
- All eligible Wind Ensemble members are expected to participate.
- Students may enter up to two events in one of these combinations:
 - 1 solo and 1 ensemble
 - 2 ensembles of different instrumentation
 - 2 different solos played on different instruments (ex. piccolo and flute)
- Most solos require a piano accompaniment. The directors can assist with selecting the accompanist.
- Students are responsible for:
 - Paying the entry fee for each event.
 - Paying the accompanist fee for each solo.

Attendance Policy

This policy applies to both marching and concert season.

Students are expected to attend all rehearsals and performances. Failure to do so will result in the student being placed in a non-performing role and/or a non-passing grade in the class.

If a student cannot attend a rehearsal or performance, a detailed note from the parent must be submitted ahead of time, except in the case of emergencies. Whenever possible, please communicate with the directors as soon as a conflict is known, do not wait until right before. An email to your child's director will usually suffice.

The directors determine what constitutes an excused absence and the consequence for that absence.

- Examples of excused absences are:
 - Illness
 - Family Emergency
 - See "Extracurricular Activity Conflicts"
- Examples of unexcused absences are:
 - Job
 - Driver's Education
 - No written notification
 - Participation in a non-THS event

After school rehearsals are scheduled at times that prevent direct conflict with tutorials. No student should miss a rehearsal due to a tutorial without receiving prior approval from their director. Unapproved absences will be unexcused.

Tardiness and/or absence (including summer band) may result in:

- Parent conference
- For marching band, being removed from a competitive role and being given a non-competitive role after one unexcused absence
- Suspension from performance opportunities
 - An unexcused absence from a performance will result in suspension from a following performance.
 - A student missing multiple rehearsals in one week may not be allowed to attend that week's football game.
 - Students who miss the run through for marching band or a dress rehearsal for a concert will be sent home.
- Absence from a concert event will be subject to one or more of the following consequences.
 - Reassignment to a non-performing role.
 - A required alternate assignment as determined by the director of the student's performing ensemble.
- Removal from the band program

Extracurricular Activity Conflicts

It is the student's responsibility to communicate potential conflicts well in advance of the date the conflict will take place. This allows ample time for a suitable solution to be achieved in the best interest of all parties.

In some instances, the student may be required to attend both events. It is the parent's responsibility to provide transportation to and from those events. An Alternate Transportation Form is due 24 hours prior to the event. **Please remember that all band concerts are co-curricular. This means that the concert is an extension of the classroom and counts as a major grade.** This is one major area where Fine Arts and Athletics are different. If a student chooses an athletic event over the band concert, the student will be required to complete an alternate assignment in order to receive credit for the missed event. If the alternate assignment is not completed, the student will receive a zero for the concert.

In order to participate with a competitive role in the marching band or as a member of the Wind Ensemble, students must attend every rehearsal. Anyone involved in an activity that is in direct conflict with the band's rehearsal or performance schedule which requires them to regularly miss rehearsal time will be placed in a non-competitive role. The only exception will be for percussionists who may, at the discretion of the directors, be given the option of being in the front ensemble for marching band.

Attendance Policy Regarding Band and Performance-based Activities

1. Students are expected to split the time equally so that one activity isn't given priority over another. If a student places the other activity as priority over band, we may place the student in a non-performing role for the remainder of the year. For marching band, this will be a non-competitive role. For Wind Ensemble or Symphonic Band, this means placement in Concert Band.
2. Performances/Games take precedence over practices. Whenever performances and games conflict, every effort should be made to participate in both. These types of conflicts will be addressed on a case by case basis. Because band is co-curricular, an alternate assignment will be required.

Attendance Policy Regarding Band and Non-UIL/Out-of-School Activities or Lifetime Events

1. Non-UIL/Out-of-School activities include, but are not limited to, jobs, church activities, driver's education, sports teams, vacations, school-sponsored clubs, and school-sponsored activities that are not sanctioned by the UIL to name a few. Absences for such activities maybe unexcused.
2. Lifetime Events are those that are considered (at the discretion of the directors) as "once in a lifetime". Some examples would include church confirmation, the wedding of an immediate family member, or special recognition for the student or immediate family member. The directors should be notified of any conflicts as soon as possible. Most Lifetime Events are known more than 60-90 days in advance; therefore, there should be ample time to notify the directors.

Uniform Policy

Alief Taylor High School issues each band student a marching and a concert uniform to be used for the entire school year. Students and parents are responsible for all uniform parts that are issued to them. The student will incur the cost of damage or loss and will be placed on the "Not Clear List" which prevents the student from receiving a diploma (graduating seniors) or registering for the next year.

Items Issued By The School:

- Marching Jacket – stored at school
- Marching Pants – stored at school
- Tuxedo or Dress
- Hat with hat box – taken home
- Hanger – one for each item
- Plume – handed out at performances

Items Provided By The Student/Parent:

- Red Band T-shirt – purchased from the band.
- Navy Band Shorts – purchased from the band
- Black Band Shoes – purchased from the band
- Calf Length Black socks – purchase at any local retailer
- Tuxedo shirt – purchase at any local formalwear store
- Black bow tie and cummerbund set – can be purchased at any local formalwear store
- Dress shoes for boys; black closed toe 1" heel or less dress shoes for girls (marching shoes are acceptable for boys)

While In Uniform:

- Students must be in full uniform (as designated by the directors) at all times unless instructed otherwise by a director. This includes having the shirt tucked in and having the pants' suspenders being worn over the shoulders **at all times**.
- No jewelry may be worn with the marching uniform. This includes watches and earrings.
- Small studs may be worn with the concert dress

- No glitter/face paint or colored hairspray
- No headwear of any kind including headbands.
- No excessive makeup, extreme hairstyles as determined by the director, or any other decorations that may detract from uniformity
- Only small black bands may be worn to tie the hair back
- Hair may not extend below the uniform collar. The hair should be cut accordingly or pinned up in the hat. This applies to both males and females.

Checkout/Check-In

The marching uniforms will be checked out before every performance between the run through and roll call, and turned in at the conclusion of the performance. Uniforms must be placed properly on the hangers before it will be accepted for check-in.

Shakos and shoes will be taken home. Due to space limitations, they will not be allowed to be stored at the band hall during the week between performances.

The uniforms will be cleaned at regular times during the year. If a problem occurs (a spill, for example), the student will be responsible for the cleaning at that time. If a uniform becomes damaged, the student is then financially responsible for a replacement part or replacement uniform. Also, it is the student's responsibility to remove all personal belongings (cell phone, wallet, money, etc...) from the uniform before check-in.

Tuxedos and dresses will be issued prior to the first concert performance. These are to be kept at home until after the last performance of the year. When it is time to check the tuxedo or dress in, it must be turned in with the dry cleaning bag still on it and the receipt (with the student's name written on it) attached.

Instrument Policy

Instruments (both student owned and school owned) will be kept in proper working order by the student.

Lockers

Instruments and equipment will be stored appropriately when not in use. Each person has a designated locker or area in which to store his or her instrument. **This area must be kept neat and clean at all times. Only the instrument, music, and water bottle may be kept in the band locker. School books and lunches are not allowed and should be stored in the school locker.**

Students are required to keep their belongings in their locker and to keep the locker locked when he or she is not present.

Repairs

Every effort should be made to see that repairs on personal instruments are completed in a timely manner. **Repairs on school owned instruments must be cleared with a director first. The student is financially responsible for unauthorized repair costs.**

School-Owned Instruments

All students using a school owned instrument are required to purchase instrument insurance from the school district for \$25 a year.

Students must care for District issued equipment as if it were their own. Equipment must be properly stored, in the proper location, and shall be kept clean and maintained.

Students should notify a director immediately if an instrument or instrument case is in need of repair. **Remember that repairs on school owned instruments must be cleared with a director first. Otherwise, the student will be financially responsible for the repair costs.**

Instruments will be issued based on band and chair placement, not first come – first served.

Travel Policy

As a general rule, the school will provide buses to and from any event that involves the full band or a full concert band. The buses will depart from and return to THS.

- Be on time for all trips
- Dress neatly and in compliance with the District dress code and grooming
- Be on their best behavior in restaurants and hotels
- Care for any equipment assigned to the student and return it to the proper storage location upon return to the school
- Be on their best behavior while on the bus or other vehicle
- Promptly obey all instructions given by the Teacher/Coach/Sponsor/Director or any adult chaperone

Students will be required to be up to date on all payments and have the proper forms on file before they will be allowed to sign up for a bus or for a hotel room.

No district funds are used for the spring trip. Students and parents are required to adhere to the payment schedule set forth by the directors. Failure to comply may result in the student being dropped from the trip or placed on the fine and fee list at the end of the year.

Students who need to utilize alternate transportation to or from an event are required to turn in the Alternate Travel Form no later than 24 hours before the event.

STUDENTS WHO ATTEND THE SPRING TRIP WILL RECEIVE A SEPARATE TRIP HANDBOOK PRIOR TO THE TRIP THAT WILL INCLUDE ADDITIONAL RULES AND SPECIFIC INFORMATION REGARDING THE TRIP.

Auditions

Students are placed into one of three bands. The instrumentation of each ensemble is determined by the directors. There is no predetermined number of instruments per band and it may be different from one year to the next.

Auditions For Fall Semester Placement

- Audition in May
- Material handed out to all students at the same time a couple of weeks prior to audition

Auditions For Spring Semester Placement

- Cumulative of all testing from Fall Semester
- Greater emphasis placed on tests at the end of the semester than at the beginning
- Region/Alief Honor band placement will be considered but may not be a determining factor in the final band placement
- Students may be recommended for placement into another band by their director. In this case, the directors will review test scores, region/alief honor band results, and other observations from the first semester.

Student Leader/Drum Major Selection Process

- All student leader/drum major candidates must complete an application, audition, and complete an interview with the directors
- Audition criteria are provided in May
- Student leaders/drum majors are selected by the directors.

Letter Jackets

Students must earn 30 points to earn a letter jacket. Letter jacket forms will be distributed to students prior to letter jacket fittings. It is the students' responsibility to turn in the completed letter jacket form. Forms that are turned in late may not be accepted.

Money Policy

The only forms of payment that are accepted are Cash and money orders (We do not accept personal checks). Please note that we can only accept \$1, \$5, \$10, and \$20 bills. Anything larger will be returned.

Communication

There are several ways that the directors and boosters communicate with Band members and their parents/guardians:

Charms

Charms is the band's online database and is used by the directors and boosters to communicate with students and parents through email and text messaging. CHARMS is much more than an email database though, as there are several items that can easily be tracked including student finances, attendance at band rehearsals, assigned inventory items such as instruments and uniforms, volunteer signup, and forms and handouts. One of the best parts of CHARMS is that students and parents/guardians can login to Charms, view all the information listed above, and update their own contact

information. **In fact, the key to receiving communication from the directors and boosters is to always ensure that BOTH student and parent/guardian email, cell, and cell carrier information is entered and entered correctly.** We cannot overemphasize the importance of this enough. If this information is not in Charms you will miss important information as we do not send information home with students on paper handouts and we do not always make announcements to students in class in order to utilize rehearsal time efficiently. More information can be found at alieftaylorband.com

Google Calendar

- All of our rehearsals and performances are displayed on our Google calendar which can be accessed at alieftaylorband.com
- This is our official calendar, we do **NOT** distribute a paper calendar.
- Please check this calendar regularly and please check before scheduling any appointments, trips, or vacations.
- All rehearsals and performances are required.
- “Full Band” refers to everyone – percussion, color guard, woodwinds, and brass. Specific instruments or groups will be listed as such.

Band Website

Our website at alieftaylorband.com contains our rehearsal and performance schedule, as well as general announcements. You can also find additional info about Charms, our booster club, and fundraisers, as well as view photographs.

Social Media

Follow us on Facebook and Twitter by clicking on the links on our website at alieftaylorband.com

Director/Parent Conferences

As with any professional relationship, parents are expected to follow the chain of command whenever a question arises regarding their student’s participation in the Roaring Lion Band Program. 99% of all issues can be resolved between the directors, parents, and students when concerns are communicated to the directors first. You should contact campus or district administration only after a meeting with the directors is unresolved. We are committed to working with you in the best interest of each student and the overall Roaring Lion Band Program.

Protocol For Communication With The Directors

1. The directors welcome communication from both parents and students, however we ask that you adhere to the following tips when you do so.
2. Emails to the directors from student accounts should include the parent’s email in the cc field unless the email is sent from the student’s Alief ISD email account.
3. The directors will only reply to a non-Alief ISD student email account if a parent’s email address is included.
4. Directors will only use Charms to communicate via text message. The exception will be for students who make the all-state band or orchestra and will be explained prior to the trip in February.
5. Parent Emails are preferred over phone messages as responses can be made in a more timely manner.

6. Please keep messages short and to the point.
 - a. Be sure to identify yourself and your child in your message.
 - b. Remember to clearly indicate whether or not you would like a response. For example, emails informing us of an absence do not always require a response.
 - c. Allow us 48 hours to reply to your message. If you have not received a reply in 48 hours, email us again as one of the following may occur.
 - i. It may take a little time to get the answer to your question.
 - ii. The intended recipient of your email may not be able to reply within 48 hours.
 - iii. Your original email went to the wrong email address.
 - iv. Your message may have been snagged by the district's filter thus never making it to your intended recipient.

Contact Information

While many things are covered in this handbook, questions will arise throughout the year regarding many different subjects. The directors are more than willing to clarify anything about which you have a question. Please contact the director in whose class your child is enrolled. Their contact information is as follows:

Charles 'Chip' Richter
Director of Bands
charles.richter@aliefisd.net

Najee Bell
Assistant Director
najee.bell@aliefisd.net