
Florence Stiles Middle School



Spartan Band

2018-2019 Handbook

Darcy Vogt Williams, Director of Bands
Jenna Yee, Associate Director
Alex Ortega, Associate Director
Melody Maples, Principal

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Welcome!

Welcome to the Stiles Middle School Band Program! It is with great enthusiasm and excitement that we introduce our band program to you in a more detailed manner. FSMS band program has established a wonderful tradition of excellence and we are glad you have chosen to be a part of it.

Your child's participation in our band program is beneficial in many ways. Band students are engaged daily in a highly creative performing art that stimulates growth in areas of the human brain that no other discipline can. This growth effortlessly transfers into your student's academic life. In addition, our band students will develop traits such as teamwork, responsibility, dedication, self-discipline, social skills, confidence, leadership and dependability. Membership in our band program will give all a sense of accomplishment, pride, and respect as the students develop musical and personal skills that will enrich their lives.

The purpose of this handbook is to outline the guidelines and expectations for making this year a success for all involved, and to serve as a guide and resource for students and parents. Both students and their parents should take the time to thoroughly read this handbook. Upon completion, the contract that was distributed to your student during class (or downloaded from our web site) should be signed and returned to school, indicating your understanding of these guidelines and expectations.

****Enrolling in band is a full year course, and students who enroll are expected to commit for the full academic school year.****

Contact Information

The directors encourage positive communication and are willing to discuss any aspect of a student's progress in band with his/her parents

Darcy Vogt Williams, Director of Bands
darcy.williams@leanderisd.org

Jenna Yee, Assistant Director
jenna.yee@leanderisd.org

Alex Ortega, Assistant Director
alex.ortega@leanderisd.org

WRITE A NOTE

You may send a note with your child. Please include a phone number and/or e-mail address that you can be reached and the best time to reach you.

CONFERENCE PERIODS

The directors' main conference periods vary and can be found on the Stiles MS Band website.

Please understand that our communication to you – the parents – is a very high priority for us. We want to take care of concerns and make every situation the best for each student. Please contact us for clarification on any concerns before they become major issues.

Due to sectionals and student help sessions, it is difficult to reach us before or after school. If we are working with students, please understand that they are our highest priority and deserve our complete attention.

E-MAIL POLICY

We will be sending home many updates and communications via e-mail throughout the year. Due to the nature of e-mail, all major concerns will need to be addressed through conferences or phone communication. This is to avoid any misunderstandings or unclear intentions through e-mail communication. Parents are encouraged to use e-mail to get more information or clarification regarding events, or to schedule a parent conference.

STUDENT COMMUNICATION

Students are also encouraged to communicate with the directors before concerns become issues. They should do this in person at an appropriate time, one on one. Again, clarification and solid communication will keep everything running smoothly throughout the entire year.

Throughout the year, we will be sending quite a bit of information home in the form of letters. Please make every effort to read this information carefully, check calendars often and keep us informed of any conflicts. The sooner we know of a situation, the more options we have in solving problems.

Please visit our website at <http://www.stilesmsband.org> for important information for students and parents.

Goals and Objectives

- Organizational skills
- Practice techniques
- Mental and physical discipline
- Citizenship through group endeavors
- Cultural growth
- Value judgments
- Music theory
- Proper instrumental technique
- Life lessons
- Creative self-expression
- Aural skills
- Music appreciation
- Teamwork/social skills
- Performance skills

Conduct Expectations

Band members will observe all procedures set forth by Leander ISD, 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 accordance with the Ten Ethical Principles at all times. 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 with all necessary equipment at the beginning of rehearsal time.
- Students will keep their hands and feet 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 as wisely and 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 have 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 the dry-erase boards 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, and oboe).

Digital Citizenship

Maintaining a higher standard of conduct will also include ensuring that band member websites are appropriate. The internet is a worldwide, publicly accessible form of communication. Any communication 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 LISD 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.

In addition to considerations listed above under Probation and Dismissal, band members that violate the above guidelines shall be subject to the following:

- Upon confirmation of a 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.
- If a violation occurs that is deemed to be of a more serious nature, including but not limited to a threat, bullying, inappropriate and/or foul language, or a series of violations, the student may be subject to a higher level of discipline as determined by the director and school administration, such as suspension, probation, or dismissal from the band.

Due Process

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

Financial Obligations

It is the philosophy of the Stiles Middle School Band 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.

Fundraising

We have several fundraisers planned for the school year. Participation in fundraisers is encouraged, but not required. The spring fundraisers will be used to defray the students' fees and trip expenses. Any other money raised will be used to purchase additional materials and equipment for the FSMS Band Program. Due to budget limitations, this has become a necessity.

If the money is not fundraised, then any expenses will be paid to the band department from the family's own financial resources.

Below are estimated events/costs of student activities:

- Band Spring Trip (all eligible members) - approximately \$80-100
- State Band Festival fees (7th & 8th grade only) - approximately \$85.00 - \$120.00
- Pizza Party or incentive days (all members) - \$3.00 - \$5.00 each occurrence
- Possible Contest Fees not covered by LISD budget (District Band, Region Band, Solo and Ensemble) - 7th/8th grade only - \$7.00-\$10.00 for each occurrence

A portion of the fundraiser profit (usually 10%) will go towards operating expenses for the band program. Operating expenses are defined as expenditures not covered by LISD budget. Our "wish- list" includes, but is not limited to: extra music for concerts, funds to bring in guest clinicians, supplies, technology, sound equipment for the band department, commissioned music, instrument accessories, fees and/or deposits for honor band entries and other competitions.

Fundraising will belong to FSMS and LISD, and cannot be refunded to a student. If a student raises money and is unable to attend a trip for any reason, the money the student raised becomes property of the FSMS activity account. As per LISD policy, the funds are good only for the academic year, and are not transferable for students from year to year.

If a student leaves the FSMS Band program, all money remains in the general FSMS account. Funds are not reimbursed or distributed to students or their families

Fundraising money can only be applied to the student's expenses. A student cannot fundraise for another student or chaperone.

Donations are accepted to help the program. Any funds donated to the FSMS band program are for expenses other than student fees and trip expenses. These include, but are not limited to instrument repair, equipment replacement, helping families in need, and unforeseen expenses that might occur.

CHARMS Privacy Notice

CHARMS is an online data information and communication website that we use to keep members informed about events, practices, and other important updates. Depending on the level of access set by the director or teacher, the website may contain contact information for students and parents, directory information for students, and confidential information such as payments made, account balances, uniforms, grades, practice logs, etc. Users and administrators of the website agree to protect the privacy of the information, and agree not to use any information for non-program related purposes.

The FSMS Bands

Honors Band — selection into this group is by audition, director recommendation, and demonstration of academic proficiency. Members in this ensemble will participate in the TMEA Region Band process, Solo and Ensemble Contest, preparations for special possible honor concerts, and UIL Concert and Sight-reading Contest. Members of this group will have one section rehearsal/assigned hearing time outside of the school day each week. Additional rehearsals will be scheduled as needed. The Honors Band will give numerous performances both on and off campus. In UIL activities, this group will be designated the “Varsity” band.

Symphonic, Concert Bands— selection into any of these groups is by audition. These groups, at varying levels, will participate in Solo and Ensemble Contest and UIL Concert and Sight-reading Contest. Members of the Symphonic Band will participate in the TMEA Region Band process. Members of Symphonic and Concert Band 1 will have one section rehearsal/assigned hearing time each week outside of the school day. These groups will give a variety of performances. In UIL activities, these groups will be designated as the “Non-Varsity” and “Sub Non-Varsity” bands.

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

All donations are greatly appreciated.

Band Placement

Yearly placement in each band and occasional changes are based on the following criteria:

- Instrumentation needs and limitations
- Eligibility status
- Overall performance and consistent progress
- Attendance at all band functions
- Attitude and behavior
- Audition

Because band is a team, and missing parts and imbalance of instrumentation compromises the entire group, participation in the FSMS Band program is at least a one-year commitment.

Special Note – A student must pass band and have a director’s recommendation to be enrolled for the next semester.

Care of Facilities

- No gum, food, or drinks are allowed in the band hall except when authorized by the directors.
- All trash is to be deposited in the wastebaskets provided.
- 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 directors monitor the facility and control vandalism, which includes but is not limited to writing or carving on walls, destroying music, or breaking school property.
- Absolutely no student is allowed in the break room/kitchen without permission.
- Practice and ensemble rooms are designed for practicing, not social gatherings.
- Please knock on office doors; and, if you are invited in, you may enter. Otherwise, offices are off-limits to students. Students may not use directors' phones without permission.
- The telephone in the band hall may not be used by non-band members. This phone is not to be used for personal calls, but may be used to call parents for rides, etc.
- Students must ask permission to use the phone and all calls will be limited to two minutes.

Attendance

In order to have and maintain a high-quality band program, each member's attendance is essential. While the FSMS band follows all school and district policies and procedures, the following additional guidelines outline the attendance procedures and policies for the FSMS band. These attendance guidelines also apply to activities held outside of the school day.

Excused Absence

Absences during the school day will be excused according to district guidelines. Absences from activities held outside the school day will be excused at the discretion of the directors. Appointments, tutorials etc. are not excuses for absence. Absences due to personal illness requiring medical attention, death in the family, or other extenuating circumstances (approved by director) may be considered for excused status. Students who are continually ill may be required to provide a doctor's note releasing them from participation. Absences should be discussed with a director to determine whether or not they will be excused.

Unexcused Absence

Students with an unexcused absence from any required band activity will receive a zero in the grade book. Rehearsals, concerts, contests, and competitions cannot be made up. Students with an unexcused absence to a sectional rehearsal may be required to schedule a make-up time with their band director within one week.

Concerts/Performances

Concerts and performances are an integral component of the band curriculum. Students should consult their band calendars for dates and times. Each of the concert ensembles will perform at various times throughout the school year and are mandatory. Periodically, the schedule may change and updates will be communicated. Concerts are considered to have three parts: warm-up, performance, and listening. For the student, the concert begins at the warm-up. Punctuality is essential. A concert concludes after the last group has performed and directors give permission for students to be dismissed. A general report time will be given for all students. If a performance causes a student to miss another class, the student is responsible to make up all missed work.

Performances of the ensembles will include but are not limited to the following in 7/8th Grade:

- Fall concert
- Winter concert
- Recording sessions
- Band festivals
- Pre-UIL Contest
- UIL contest
- Spring Trip Festival
- Spring concert

Region 32 All District/Region Band Tryouts - All-District and All-Region Band Auditions are a **requirement** for all Honors Band students. For students in the Symphonic and Concert bands, this event is **STRONGLY** encouraged. This is a large portion of the preparation in the fall, as this helps to develop player's individual performance abilities.

- Solo and Ensemble contest
- Other events as scheduled

Performances of the ensembles will include but are not limited to the following in 6th Grade:

- Winter concert
- Spring concert
- Solo and Ensemble Contest (May)
- Other events as scheduled

Special Note – Students absent from school for any reason or students who are in alternative placement on the day of a concert, contest, or competition may not participate.

Daily Supplies

Each student should plan to bring the following items to rehearsals and/or performances. Other items may be added at the discretion of the directors.

- All issued music

- Foundations for Superior Performance Book
- Pencil
- Instrument (with case name tag)
- All supplies relative to their instrument
- Black band binder (with labeled dividers)
- Korg TM-50 metronome/tuner
- Korg Contact Microphone Pickup
- Other equipment as needed

For supplies specific to your instrument, refer to <http://www.stilesmsband.org>.

Grading Guidelines

LISD 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 extra-curricular areas.

General Grading Guidelines – 6th grade

Students will be graded on the following scale:

- ***Daily / Participation* 30%**

Includes: Instrument, Music Supplies, and Class Work

- ***Playing Tests* 30%**

Based on preparation of music, concert attendance and contests

- ***Written Tests* 20%**

Based on punctuality, accuracy, and completion

- ***Practice Records* 20%**

General Grading Guidelines – 7th/8th

Students will be graded on the following scale:

- **Daily / Participation 10%**

Includes: Instrument, Music Supplies, and Class Work

- **Tests 40%**

Includes: Playing, Written and Counting

- **Extension of Class 30%**

Includes: Extra-curricular events such as concerts and sectionals

- **Practice Records 20%**

Includes: Parent Signatures and Assignment Sheets

The following list is provided to give students and parents examples of items that may 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 section or full rehearsal during a grading period.
- The student will be on task and focused during rehearsals.
- The student will have instrument, music, pencil, and supplies in rehearsals.
- 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 recorded 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.

Weekly Practice Sheets

The rewards of playing a musical instrument increase in direct proportion to the number of hours invested in individual practice. The key is to set aside a designated time every day for practice. Set up a daily schedule to ensure that practice is an important part of your daily studies.

- Due every Thursday or the first day back to school (vacation or sick)
- **Assignment Sheets should accompany the practice sheet**
- **180 minutes of practice time per week for 7th/8th grade Band students**
- **150 minutes of practice time per week for 6th Grade Band students**
- Signed by parent/guardian
- Can be turned in one day late, 10 points off
- Can be emailed to the appropriate director
- Extra credit for more than required amount of time

Practice Sheets will NOT be accepted after the 1-day late rule!!

Eligibility

All LISD Bands adhere to the eligibility rules and regulations as stated by TEA and LISD. Some band activities are designated as extra-curricular. Students participating in these activities are governed by eligibility requirements. A student shall be suspended from participation in all extra-curricular activities sponsored or sanctioned by the school district during the six-week period following a grade reporting period in which the student received a grade lower than 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 for extra-curricular activities. 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 by the third week of the following grading period. Reinstatement of eligibility would occur seven days after the three-week progress report period (see TEA/UIIL Side by Side).

The eligibility law does not affect activities that are considered curricular components of any course. 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.

In addition to the eligibility rules and regulations as stated by TEA and LISD above, students are required to pass the 5th six-weeks and must not receive an in-school suspension placement during the spring semester in order to attend the spring trip.

District-Owned Instruments

LISD provides a limited number of instruments for student use. These instruments include the bassoon, oboe (7/8th grade only), tenor saxophone, baritone saxophone, horn, euphonium, tuba, and general percussion equipment. This equipment is generally purchased by the school district for student use because of its expense. *Thus, all district-owned equipment must be handled with care.* Students failing to take proper care of their district-owned instruments may lose the privilege of using such instruments.

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

- If possible, students who play large instruments and are dependent upon LISD buses may be issued one instrument for home use and one for school use. This will be at the discretion of the directors and will be based on instrument availability and transportation needs.
- LISD does not provide insurance for individually owned or district-owned equipment. All students utilizing district-owned instruments are required to provide insurance coverage for the instruments that have been issued to them. Students will be held responsible for damage caused to all district-owned instruments issued to them. Students and parents must sign an instrument checkout form before the student can use an instrument.
- Each instrument will be issued in good playing condition. Students are expected to maintain their issued instruments accordingly.
- The band member is financially responsible for all equipment and/or materials checked out to him or her.
- All equipment and materials must be kept in their proper storage location when not in use.
- LISD will assess a fee for routine summer cleaning and maintenance of district-owned instruments.
- District-Owned Instruments should not be taken outside of the United States.

Special Note – District-owned instruments are not to be treated as "free" instruments. Basic supplies must still be purchased and repairs must still be made. Please treat these instruments as if they were your own. Most district-owned instruments exceed \$2,000 in value. Insurance on school owned instruments is strongly encouraged. Please see a director for insurance information if needed.

Instrument Storage and Identification

Instrument lockers are to be used for instrumental storage ONLY!! Each student is assigned a specific locker, which is to be kept clean. Instruments are to be put in their cases, and the cases kept closed and latched while in the storage area. **NO INSTRUMENTS ARE TO BE KEPT IN LOCKERS OVERNIGHT OR OVER THE WEEKENDS.** Sixth grade students will begin to consistently bring their instruments home as soon as their band director instructs them. **FOR YOUR SECURITY, ALWAYS LOCK YOUR LOCKER!**

It is suggested that all personal instruments have the proper insurance coverage. Instruments ARE NOT insured by Stiles Middle School or Leander Independent School District.

Band students will take home their instruments and band binders every evening. Students are expected to practice regularly outside of band class and private lessons.

Students are not allowed to leave their instrument unattended at any time. There will be consequences for any student whose instrument is brought to us by another student, teacher, etc. -- whether it is found on or off school property.

Section Rehearsals

All 7/8th grade students will have at least one weekly section rehearsal with their band's section. Students are expected to be punctual and prepared. 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 website or by contacting the student's director.

It is imperative that each sectional begin on time with everyone in attendance. Students who miss a sectional will not receive credit for participation. Please be aware of your child's sectional day/time and make every effort to assure that he/she is on time and ready to learn! Please do not schedule dentist, doctor, or any other appointments during your child's sectional. It will cause him/her to fall behind the rest of the group.

An **excused absence** can be made up by individual practice for **one hour** or attending a similar instrument sectional (with director approval).

An **unexcused absence** can be made up by individual practice in the band hall for **two** hours.

Students who miss a sectional (excused or unexcused) have one week after they return to school to make up the missed sectional. After a week, the absence will be considered unexcused and a grade of zero will be recorded.

Unexcused absences will result in student and parent notification. Three unexcused absences (regardless of whether the time is made up) will result in removal from the competition group until all competitions are finished.

Hearing Times

In addition to sectionals, students in the Symphonic and Concert Bands may also be required to have a five to seven-minute hearing time each week. This will allow for testing outside of class or sectional time, and will provide the student with one-on-one time with a director. The hearing

times will also allow the directors the opportunity to see how each student is developing individually, and will help meet individual needs.

Students may select the hearing times and days. Times will be available before and after school on most days. It is our intention to work with the other organizations in the school. Please find out about all school responsibilities as soon as possible, so that we can do our best to work around other schedules.

Private Lesson Program

This is a district wide program that provides a high-quality enhancement to classroom instruction. Most of our teachers are professional musicians in the Austin area and have advanced degrees in the performance of their instruments. Lessons are extremely valuable to the individual student.

- *ALL* students are *highly encouraged* to take individualized private instruction.
- Teachers are screened and interviewed by the district.
- Lessons will be given weekly during the band classes, before, and after school.
- If there is a need for before/after school lessons, every effort will be made to schedule private lessons at times that do not conflict with sectionals or other activities.
- Detailed information on the private lesson program will be distributed to the band students.

Uniform Guidelines

Formal uniform: **Honors, Symphonic, and Concert Band Members:**

Ladies

Ladies are required to wear the specified Black Concert Dress, Black Shoes, Black Hose/Tights. The hose (black) and black dress shoes (*no open-toed, no flops, no sparkly Toms, and no bare legs*) will be the responsibility of the parent/guardian to purchase.

Gentlemen

Gentlemen are required to wear: White Long Sleeve Tux Shirt, Black Tux Pants, Black socks, **Black Leather Dress Shoes**, (no boots, combat boots or tennis shoes even if they are black; no white socks) and black vests and black long tie.

Formal Uniform: ***6th Grade Beginning Band Members:***

Purchase of a FSMS Band T-shirt; the t-shirt serves as part of the formal uniform.

Students will also need **Blue Jeans** and Tennis shoes (**NO BLACK JEANS ALLOWED**).

Concerts/Performances

Concerts and performances are frequent with all bands. Students should consult their calendars for dates and times. Periodically, the schedule will change and updates will be sent home and posted on the FSMS Band website.

- 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 Uniform Guidelines).

Performance Locations

LISD South Performing Arts Center (CPHS): Evening concerts are usually located at the LISD South Performing Arts Center. Going left on Anderson Mill Road, turn right on Cypress Creek, it is best to take the 2nd entrance into the high school on the east side of the school. Drop the band student off, and park in the student parking lot on the west side of the school. You can walk through the courtyard to reach the PAC.

Don Tew Performing Arts Center (LHS): From HMS go north on Vista Ridge Blvd., west on RM 1431 (Whitestone), and north on Bagdad. Leander High School is approximately one mile north of RM 1431 on the left. Enter the building through the tall glass doors, then enter the PAC on the right hand side.

Concert Behavior Expectations

Band students will exhibit proper concert behavior during all performances, in either their own band or as an audience member. Students will be graded on their behavior. Concert etiquette is an integral part of music education. Appropriate conduct in formal and informal concert settings is included in the TEKS.

The following rules will be followed by parents and students at all times:

- Talking is not permitted on stage or in the audience. It is disrespectful to the performers on stage and audience members.
- Do not distract the performing band in any way.
- Do not leave your seat for any reason during a performance. You will be given ample time to use the restroom and drinking fountain before a concert begins. If you must leave, do so as quietly and inconspicuously as possible (make sure the doors do not slam shut). Leave between songs only.
- No food or drink is allowed on stage, backstage, or in the seating area. This includes water bottles and gum.
- Cell phones must be turned off (not on vibrate or silent) and stowed away. Any student using a cell phone during a performance may have consequences.
- Move between the seating area and stage in quiet, single-file lines. Sit in your assigned seat/row. Do not talk as you enter or exit.
- Support your fellow band members with appropriate applause. Yelling, whistling, shouting names, etc. is not acceptable.
- Set a good example for the audience and other students. Other people may not know how to behave in a concert setting.
- We hope all parents and guests will stay for the concert when bringing a student to a concert. If a student needs to be picked up, please do so in a timely manner. Any student not picked up on time may not be allowed to participate in future HMS activities.
- Students are expected to stay for the entire concert.

UIL and Competitions

Participation in UIL Concert and Sight Reading Evaluation is mandatory for all 7th and 8th grade band students, with the exception of students in the Cadet Band.

Students participating in Solo and Ensemble, All-Region Band Auditions, UIL Concert and Sight-reading Evaluation, any music festival/contest, and the spring trip must follow all of the eligibility requirements under the Texas Education Agency, University Interscholastic League and LISD eligibility rules. For the most updated eligibility requirements, please consult the UIL website (www.uil.utexas.edu).

Travel Guidelines

The band will frequently travel on either school buses or commercial buses. Students are expected to conduct themselves at the highest level on any trip.

Students who have been subject to school-level discipline in the course of the school year may be deemed ineligible to participate in non-UIL field trips, at the discretion of the director and/or campus administration.

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.
- Keep all body parts inside the bus.
- Use only approved type/headset radios (no audible speakers).
- Remain silent when addressed by an adult on the bus.
- Refrain from loud, boisterous talking, singing, screaming, whistling, inappropriate jokes, etc.
- No public displays of affection.

Special Note

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 must be LISD Approved Volunteers and are a great asset to 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. If your parent is interested in serving as a chaperone, please go to the following website:

www.leanderisd.org

Trip Criteria

Every year the band takes a trip in April/May. This trip rewards the students for all of their hard work throughout the school year. **In order to participate in these trips, the students must do the following:**

- Students must pass the 4th and 5th six weeks with a 70 or higher in every class.
- Turn in their medical release forms and permission slips.
- Must attend UIL Contest (7th & 8th grade).
- Must attend scheduled sectionals/practices.
- Must attend LISD solo/ensemble contest.

- Perform all competition music at designated metronome marking to a director at or above 90%. This includes correct notes, rhythms, intonation, and dynamics. Students may be required to perform music more than once. All music must be performed to a director by a scheduled date.
- Cannot have been sent to LEO at any time during the school year.
- Cannot have received an office referral at any time from a band director during the semester in which the trip occurs.
- Cannot have received more than two office referrals from any teacher or administrator during the semester in which the trip occurs.

Student Leadership

The middle school band programs in Leander ISD provide many opportunities for students to develop their leadership skills. Students may audition and/or apply for both selected officer positions and elected officer positions. In this manner, students can serve their band program and refine skills which they will be able to use in other school organizations, as well as in their future careers. Audition criterion 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 throughout the school year.

Region Band/Orchestra Guidelines

- All Honors Band students **will** audition for All-Region Band.
- All other band students are encouraged to audition if the preparation of their music is at a high performance level. Decisions to audition by these students will be on a case-by-case basis.
- Students will be graded on preparation for this event.
- Any person who is 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. Thousands 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 will prepare and perform a solo and an ensemble unless other permission is granted.

Grades will be issued for preparation and participation in the solo and ensemble process. Students may use an approved accompanist. The accompanist fee is set each year and is paid by students' families.

Please remember that participation in the LISD Solo and Ensemble Contest does affect trip eligibility.

Safety

Due to the heavy student traffic going in and out of the band hall, as well as the possibility of theft of instruments, students not enrolled in the FSMS band are not allowed in the band hall at any time. Friends of the FSMS band members may wait outside the band hall to accompany their band friend to another location.

Band Hall Hours

The band hall normally opens for section rehearsals at 7:30 am, and closes at 5:30 pm, except on Fridays or the day before a holiday – in which case the band hall will close at 4:30 pm. The band hall may be open for private lessons, as needed by the private lesson teachers.

Sectionals will be held from 7:30 – 8:45 am before school, and from 4:15 – 5:15 pm after school for Honors, Symphonic, and Concert Band members. Sectional times may be adjusted when and if needed, depending on upcoming contests.

On days when no sectionals are being held, the band hall will open at 8:00 am, and will close at 4:30 pm.

Parent Drop-off and Pick-up

Parents must make arrangements for transportation of their children to and from section rehearsals, and to and from the band hall during trips and special events. Lack of transportation will not be an accepted excuse for missing a band function. To ensure the safety of their children, parents are encouraged to have a plan for drop-off and pick-up of students in a timely manner for band events.

For the safety of all involved, students must go home after the band hall closes. Parents, please be aware that the main office will be closed before sectionals end. Family transportation and car pools are ways to help your child get home safely and in a timely manner.

Band Parent Volunteers

Our middle school band does not have a booster program of its own, but if you have the desire and time, we do have band parent volunteers who assist the students and directors with various tasks. Some areas of need are fundraising tabulation and collection, chaperone recruiting, and news and public relations. **All band volunteers must fill out the LISD district volunteer form**

and be approved by the school district. On the form, please indicate that you would like to help the band program. You may complete the application on line at <http://www.leanderisd.org> and click on the community involvement heading, then volunteer program. Thank you for your help ahead of time!

Handbook Signature Page

Please read and sign below as indicated:

Students,

I have read the 2018-2019 Florence Stiles Middle School Band Handbook and understand the requirements for being a band member. I realize it takes full cooperation and dedication (100% from me) to help our band meet its potential. I also realize that my failure to follow policies and directions could result in disciplinary action, which could lead to placement in another band or dismissal from the band program. I have received a copy of the FSMS band calendar for the current school year and am aware that a copy also exists on the FSMS Band website.

As a member of the Florence Stiles Middle School Band, I acknowledge the following as responsibilities I must fulfill if I wish to remain a member. I will:

- Demonstrate the Ten Ethical Principles
- Understand that band is a full year commitment
- Be punctual and prepared for weekly sectionals and hearing times
- Practice with a purpose and turn in weekly practice sheets
- Demonstrate my best on playing assignments and written theory tests
- Attend all concerts, clinics, band-a-thons, rehearsals and contests
- Treat my peers and teachers with respect, and maintain appropriate conduct
- Maintain my grades for eligibility and self-achievement
- Have a high standard for improvement in class and on my own

Student Signature

Date

Student Printed Name

Date

Parents,

I have read the Florence Stiles Middle School Band Handbook and am willing to support it and my child. I also understand all policies and procedures set forth by the Florence Stiles Middle School Band program, as outlined in this handbook.

Parent Signature

Date

Phone #

**Leander ISD Medication Consent
(2018-19 / FSMS Band)**

Participation in this program requires frequent travel for school events during the school year. Please provide the following information to be kept on file and keep the information up-to-date as needed.

Student Name: _____

I hereby give permission for my son/daughter to travel on transportation provided by Leander ISD to **ALL** _____ **Band** functions during the **2018-2019** school year.

List any known drug/food allergies: _____

List medical conditions (asthma, contacts, etc.): _____

Non-Prescription / Over-the-Counter (OTC) Medication Authorization

If available, a First Aid kit, with approved OTC items, may be provided for minor ailments.

____ (initial) I **do not** give consent to staff to administer any non-prescription medication to my student.

____ (initial) I give consent to staff to administer non-prescription medications to my student as initialed below:

*Please **initial** each medication that can be administered:*

____ Acetaminophen ____ Ibuprofen ____ Antihistamine/Decongestant ____ Sore Throat Lozenges
____ Antacids ____ Anti-Diarrheal ____ Electrolyte ____ Menstrual Pain Reliever

I hereby certify that my student has no known drug allergies _____ (initial).

Prescription Authorization

I request that LISD staff administer medication/s listed below to my student according to the physician's instructions. I agree to furnish an adequate amount of medication in the original container at the time of travel.

Medication/s: _____

Note: Medications may be updated/added at the time of travel and additional forms may be attached as needed. Medications will be administered according to the physician's instruction on original container.

Parent/Guardian Signature _____

Phone (W) _____ **(C)** _____

2nd Emergency Contact Name _____

Phone (W) _____ **(C)** _____

Note: Under the Texas Tort Claims Act school districts have governmental immunity and are not liable for injuries that are not a direct result of negligent operation or use of a motor vehicle.