



Handbook

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Philosophy Of Competition And Contests

Making **music** is much more important than making first divisions. Contests should be thought of as an opportunity to demonstrate our accomplishments and quality of work. Your satisfaction at having done your best is the goal. Ratings are subjective and should be understood in that context. When we are judged, we are receiving the opinions of individuals very much like your directors. Naturally, we want their approval, but our own personal satisfaction derived from making **music** is the real goal. If your priorities are right, the ratings eventually take care of themselves.

Below is a summary of the possible ratings in any Texas region, area, or state contest.

First Division (I) = Superior
Second Division (II) = Excellent
Third Division (III) = Good
Fourth Division (IV) = Fair
Fifth Division (V) = Poor

Band Eligibility

All students must meet the requirement for eligibility as outlined by the University Interscholastic league (UIL). Students must maintain an average of 70 or higher in each of their classes to maintain eligibility. Eligibility is determined every six weeks. If a student loses their eligibility, he/she may regain eligibility status by having a passing grade in every subject after the third week of the affected grading period. Students may be removed from band if they are constantly not eligible to participate.

Websites

Go to www.ricebands.com and www.charmsoffice.com to view more information about your band.

General Conduct / Expectations

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

1. All students are expected to conduct themselves properly at all times. Display of profanity, temper, flagrant violation of rules, etc., will not be tolerated. Disciplinary action could result from such behavior. Individual behavior during a band function is a reflection of the group and its directors.

2. Students will follow director's instructions.
3. Students will be in their assigned rehearsal area ready to work at the set rehearsal time.
4. Students will bring all equipment including music, pencil, instrument, and all supplies to rehearsals daily
5. Students will keep hands, feet, and other objects to themselves.
6. Students will maintain a high level of good and acceptable behavior.
7. Students will not bring food, drinks, candy or gum into the band hall without permission from a band director.
8. Students will not use equipment they do not own or have permission from a director to use. Students will not touch, handle, borrow, or use anyone else's instrument, uniform, or personal belongings.
9. Students should ask for permission to speak by raising their hand and waiting to be acknowledged. All rehearsals are expected to be extremely quiet so that our time will be utilized wisely.
10. When allowed in the band hall, either before or after school, students will not disturb other students that are practicing.
11. Students will be allowed to use the telephone after a rehearsal or after a performance. Do not ask to use the phone at any other time.
12. Students will respect the property of others, and return their equipment to its proper storage place when not in use. Each student is responsible for keeping their storage area clean.
13. Students will not enter the director's office without permission.
14. Students will not deface or mark on music stands, walls, freshmen, etc.
15. 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.

Disrespect of any parent volunteer or fellow student will not be tolerated and will result in disciplinary action. Disrespect of any member of the band staff could result in dismissal from the band. Students are to remain in designated areas during ALL scheduled band activities. Any departure or absence, without staff permission, is grounds for dismissal from the band.

Grading Policy

Students will be graded on the following scale:

- ***Daily Participation 50%***
Includes: Instrument, music supplies, concentration, class work, following class rules, etc...
- ***Tests, Rehearsals, Performances 50%***
Includes: Co-curricular events such as performances and rehearsals

First semester exam

- Winds = region scales
- Percussion = one region etude

Second semester exam

- 9th – 11th grade = participation in graduation performance
- 12th grade = participation in the spring concert.

All performances and rehearsals of the band are mandatory. Excused absences from a performance or rehearsal will only be granted if the following criteria are met.

1. Performances - All excused absences from performances must be requested by submitting the “Absence Request Form” from the band website and turn it in, as per directions, at least one week prior to event. An absence from a region, area or state level event cannot be excused except for extenuating circumstances. Performances include football games, pep rallies, parades, marching contests (all levels), and concerts (including concert contest). An unexcused absence from a performance can result in dismissal from the band.
2. Rehearsals - For an absence from a rehearsal to be excused, the **parent** must submitting the “Absence Request Form” from the band website and turn it in, as per directions, at least one week prior to event. The Director of Bands will have the final decision if a rehearsal is to be excused. Extenuating circumstances may allow for an absence to be considered excused which does not meet the above criteria, but this shall be at the director's discretion. If you are absent from the entire day of school then you will not be expected to be at rehearsal. If you check in during the day, you are required to be at rehearsal.

Rehearsals

The band rehearses every Monday night during marching season from 6:30-9:00 pm and Tuesday and Thursday afternoons from 3:30 – 5:30. During the second semester, rehearsal will be Monday night from 6:00 – 8:00 pm.

Uniforms

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

1. The school will furnish a uniform to every member of the band.
2. Band members must provide the following:
 - ◆ Marching shoes – must be purchased through the band

- ◆ Black socks (white socks for drum majors)
 - ◆ Black style soccer shorts (white for drum major)
 - ◆ Band t-shirt – must be purchased through the band
 - ◆ Black gloves – must be purchased through the band
 - ◆ Soft cloth for cleaning of helmet
3. Uniforms will be kept at school with the exception of shoes. Students must follow all directions of how to store the uniform.

WEARING AND STORING THE UNIFORM

1. Always wear and treat your uniform with pride. The uniform should be worn as a complete unit at all times when in public. The only exception to this will be when a director instructs you that you may remove your helmet, gloves, or coat/gauntlets. **Never wear jeans under your uniform.**
2. The band t-shirt is to be worn under your uniform and tucked in at all times. The t-shirt will also be worn for pep rallies and must be tucked in during the pep rally.
3. You must wear approved marching band shoes and the appropriate colored socks.
4. Jewelry (except senior rings and/or engagement, wedding rings), hair ribbons, bright colored nail polish, etc. is unacceptable while in uniform. These items hinder the uniform appearance of the band. Watches may be worn as long as they cannot be seen while wearing the coat.
5. Band students with long hair will need to put it up under their helmet during performances.
6. Natural hair colors will be the only style of color accepted.
7. No consumption of food or drinks while in uniform without permission.
8. Keep the collar hooked while hanging to retain the shape of the coat. Make sure the coat is zipped and hanging correctly on the hangar. Always hang the pants.
10. Keep your helmet in the helmet box at all times when not being worn. While we are in the football stands the boxes are not to be used except in cases of rain. Helmets will be placed to the left of the performer in the stands. This is to keep individuals from picking up the wrong hat.
14. In the case of rain, all helmets must be dried prior to placing them back into the helmet box.
15. Plumes are stored in the plume case. Each student is responsible for obtaining a plume prior to each marching band performance and turning the plume back to the plume case after the performance.
16. If repairs are needed for your uniform, please see Mr. Cummings so that arrangements can be made to fix the problem. If a repair is necessary because of student neglect the student will have to pay for the repairs.

UNIFORM REPLACEMENT FEES

The following is an itemized price list of the uniform. Students will be charged for repair or replacement of any items that have either been damaged or lost. Normal wear and tear is not considered to be student neglect and in such cases the band will take care of the cost.

Coat - \$172.07
Gauntlets - \$25.34
Pants - \$99.36
Helmet - \$63.45
Plume - \$18.04
Garment Bag - \$21.00

Uniform Inspections

Prior to a marching performance or concert contest, students will have a uniform inspection. This will include a complete check of the uniform – band t-shirt, coat, pants, gauntlets, socks, shoes, gloves, and helmet. Students may not be allowed to perform if they do not pass the uniform inspection.

School Owned Instruments

The Rice Consolidated Independent School District will provide a limited number of instruments for student use. **All school owned equipment must be handled with optimum care.** Students are responsible for paying for any repairs due to mishandling of instrument. The following is a list of general procedures for school owned instruments:

1. An instrument check out form must be signed by the student and their parent/guardian.
2. If at all possible, students will be issued one instrument for home use and one for school use. Order of distribution will be done based on grade and/or chair order.
3. Each instrument will be issued in good playing condition. Each issued instrument will be checked and cleaned by a music company prior to use.
4. The band member is financially responsible for all equipment and/or materials checked out to him or her.
5. Students are encouraged to furnish their own mouthpiece because of health and sanitary reasons.
6. All equipment must be kept in their proper storage location when not in use.
7. Any damage to school instruments should be reported to directors at once so that repair arrangements can be made. The band director must send all school instruments to the repair shop.

8. Students are not to exchange instruments with other band members.
9. Non-band members should never be allowed to handle a band instrument.

Special note

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

Personally Owned Instruments

1. Students should be sure that the make of the instrument and the serial number is placed into their student record that is located on the Charms Office website.
2. Any damage to a personal instrument should be reported to directors at once so that repair arrangements can be made.
3. Please make sure that your name is on the outside of your instrument case at all times.
4. Students are not to exchange instruments with other band members.
5. Non-band members should never be allowed to handle a band instrument.

Football Game Guidelines

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

1. Students will arrive at the required location on time with all needed equipment.
2. For home games, the uniform must be completely on at the report time.
3. Upon arrival at away performances, students will unload buses when instructed to do so by a director. Uniforms and equipment must be ready at the stated report time.
4. Students will report to the entrance formation for final inspection. Students will march in to drum cadence upon instruction from a drum major or director.
5. Upon entering the seating area, students will remain standing until all band members have arrived and are prepared to be seated. Students will sit when instructed by a drum major or director. (Students will sit in assigned section. Students will remain in that section at all times.)
7. Students will remain in the band seating section at all times during the game.
8. While sitting in the band section, students will refrain from accepting food or drinks from parents, relatives, or friends.
9. Students will be expected to listen for and watch the directors and drum majors during the game. Students will need to be prepared to perform at all

- times.
10. Students will refrain from playing their instruments on an individual basis. The band will perform as a group or with approved small ensembles.
 11. **Inordinate** dancing will not be allowed.
 12. Color guard members will play their instruments in the stands and at pep rallies unless the Director of Bands gives permission to twirl.
 13. At the appropriate time, the band will be dismissed from the stands for the half-time performance. At this time, the band must move quickly, quietly, and efficiently to the appropriate area. Students will need to be focused on the directors' and drum major's instructions. This is not the time to watch the game.
 14. Unless revoked, all members will have third quarter break during the regular season. There will be no 3rd quarter break at play-off games.
 15. Students will be given water during 1st quarter and after the half-time performance.
 16. Students that are late returning from the break will lose their third quarter privilege at the next game.
 17. Cell phones are not allowed while in uniform. Put them in your cases so that they may be locked up on the trailer.

Other Extra-curricular Activities

It is possible to be in other extra-curricular activities and still participate in band throughout the school year. However, if you are a drum major or color guard member, you must not participate in fall sports or in cheerleading. You may participate in off-season. All band members are required to perform at halftime at football games. Volleyball members are also responsible for their uniform and instrument and/or equipment when they will be late meeting the band on Friday nights.

Band Council

Band council elections will be held during the last six weeks of the school year. These positions are open to all students in the band program. An interview will be required before your name will be placed on the ballot. Council members must be able to provide their own rides in order to participate in meetings. A council member who has two unexcused absences from a meeting or an unexcused absence from a performance will be removed from office.

President

- Commanding officer of the band.
- Plan and guide all band council meetings.
- Will be responsible for numerous assignments.
- Ensure that all council members are performing their assigned duties to a

satisfactory level.

- Assist other council members in the performance of their duties as needed.

Vice President of Administration

- Take over in the absence of the president.
- Maintain all band hall bulletin boards.
- Maintain the music library.
- Will be responsible for insuring that all forms are available at all times.
- Maintain a posted calendar system with assistance from the Reporter and Historian.
- Help with fund raisers.

Vice President of Logistics

- Create a process to select and appoint the loading crew.
- Work with band staff and the loading crew to insure effective loading and movement of band equipment and uniforms for ALL travel.
- Create a system to insure that all equipment is loaded and transported correctly.
- Other duties as assigned.

Vice President of Uniforms

- Manage the uniforms of the band program in all areas such as cleaning, racking, storing, and issuing.
- Maintain a thorough inventory of all uniform related items.
- Establish a uniform crew to manage the uniform room.
- Insure that the uniform room is functional at all times.
- Insure proper care and storage of all uniforms.
- Issue appropriate penalties for uniform deficiencies.

Vice President of Student/Booster Relations

- Attend all Band Booster meetings.
- Maintain student involvement in fundraisers and keep information up to date.
- Know all information that pertains to fundraisers including timetables, volunteer lists, nature of volunteer jobs, etc.
- Work with Boosters to secure food items for events as needed.

Secretary

- Checks and maintains attendance.
- Keep an accurate record of all band council meetings.
- Work with the Vice President of Administration on bulletin boards.
- Keep announcements up to date.
- Co-signs activity account check requests.
- Help with fund raisers.

Reporter

- Write news releases with director approval.
- Work with other council members as needed.
-

Historian

- Create and maintain a historical record of the school year as it pertains to band.
- Work with Reporter to insure as much exposure of the band program as possible to the general public including the local newspapers and the yearbook.
- Work with other council members as needed.
- Will prepare a slide show/power point/movie for the concert/awards night.

Drum Major, Color Guard Auditions

CRITERIA FOR AUDITION:

- Grades 8 – 11. Drum Major candidates must have marched for one year in the high school band.
- Tryout for All-Region band or play a solo at UIL Solo Contest.
- Overall qualities (evaluation of your contributions to the band up to this point, participation in practices, attitude, integrity, grades in band, etc.).
- No unexcused absences from a rehearsal or performance.
- Eligibility for the past year will be closely checked. This also includes grades in AP or PAP classes.
- The drum major must be willing to incur expenses for parts of uniform and camp.
- The drum major and color guard members cannot be in volleyball, football, or a cheerleader. If you are in one of these activities, you can still participate in marching band but it will be on your instrument.
- Those selected must attend all pre-school practices.
- Those selected will be required to play their instruments when not performing as a unit. This includes during class (inside), pep rallies, and football games.

Facilities

Band Room - Band members are to keep the band room clean and neat at all times. Keep the chairs and stands in place and use the trash cans for all items to be thrown away. **Non-band members are not allowed in the band room.** Under no circumstances are students to bring food and drinks into the band room without the prior consent of the directors.

Instrument Lockers – Each student will be issued a locker and combination lock. These are for instruments, music, and any band supplies needed. Instruments are to be kept in their cases and the lockers closed and locked. There will be a \$10.00 charge for lost combination locks.

Band Office, Library, and Uniform Room - Students are not allowed in the office without permission. Students are asked to knock before entering. If the directors are in a conference, please wait patiently.

Transportation Guidelines

All students must ride on school buses when the band travels. The only exception to this rule is as follows: students will be allowed to ride home with their parents PROVIDED that they are signed out IN PERSON by a parent. Students will not be released to other students (friends or siblings) from a game.

All school policies and rules of conduct apply on band trips. Individual electronic audio devices, with headphones, will be allowed on bus trips.

Letter Jacket

A student must have 15 or more points to be eligible for a jacket. These 15 points must have been earned by the time jackets are ordered. Points will be given for the following:

Membership

- ◆ 1 point – Per Invitational Marching Contest
- ◆ 2 points - UIL Marching Contest
- ◆ 1 point - Christmas Concert
- ◆ 1 point - Spring Concert
- ◆ 2 points - UIL Concert and Sight-reading Contest
- ◆ 3 points - Graduation

ATSSB All-Region Tryouts

- ◆ 1 point - Attending All-Region Tryouts.
- ◆ Automatic letter jacket for making and attending All-Region Concert Band
- ◆ Automatic letter jacket for making and attending All-Region Symphonic Band

UIL Solo and Ensemble

- ◆ 1 point - Attending UIL Solo and Ensemble.
- ◆ 2 points - Receiving a rating of II (Excellent).
- ◆ 3 points - Receiving a rating of I (Superior)
- ◆ Automatic letter jacket for advancing to State Contest

A superior rating at either the UIL Marching or UIL Concert Contest will result in the automatic awarding of a letter jacket.

Awards

In order to be eligible for certain band awards you must meet the following criteria:

- A member of the Raider Band for the entire year or transferred from another school in which you were a member of their school band program. If a student transfers from another school, the student must be a member of this band for at least one semester.
- Meet UIL eligibility requirements. This means that you could not miss a performance due to ineligibility.
- Receive an 80 or higher for each of the six weeks.
- Participate in ATSSB Region Band tryouts or UIL Solo and Ensemble.

Following is a list of awards that is usually given out at the awards banquet. Other awards may be added at the discretion of the directors.

- John Philip Sousa Award – This is the highest award of the band and usually goes to a senior.
- Outstanding Musician - A male and female in each grade will earn this award.
- Best Marcher - Given to one student who demonstrates the best marching technique during marching band.
- Band Council Award – Given to those students that has successfully served as a member of the band council.
- Band Staff Awards - Given to those students that have successfully served as a band staff member.
- Service Awards - Given by the directors to students who have volunteered extra time or services to the band.
- Participation Awards – Given to every member of the band.
- Senior Award - Given to each senior of the band.

College Scholarships

Please begin thinking early about your plans following high school. You should prepare scholarship try-out material during the spring semester of your junior year. Early in your senior year your directors can begin helping you contact college band directors where you might be interested in attending. Keep your options open and look at several programs so you will have a good idea of what is available. There are links for colleges and universities on the band website.

Your best preparation for a college scholarship is to do your best work in all classes, prepare your All-Region music carefully, and study privately if possible.

Band Booster Association

The Band Boosters have consistently supported the music groups of the instrumental music department and have rendered invaluable financial aid and parental backing to all the instrumental organizations. The success of the band program is due, in large part, to the active participation of the Band Booster Association.

Some of the objectives of the Band Parents are:

- To arouse, stimulate, and maintain an enthusiastic interest in all phases of the instrumental music department of the Rice Consolidated Independent School District.
- To cooperate with those in charge of the instrumental music department and the school administration to see that this department be brought to and kept at the highest possible degree of efficiency.
- To develop a closer relationship between parents and the school, fostering the musical interest and education of the children, and stimulating the knowledge, performance, and appreciation of finer music.
- To assist in the purchase of necessary items and other equipment not purchased through the school.
- To augment or encourage educational trips, contests, or concerts that are approved or sanctioned by the school and the University Interscholastic League (UIL).
- To aid in chaperoning on band trips.

MEMBERSHIP: Membership of the Rice Band Booster Association shall consist of the parents of the Rice CISD band students and any others that share an interest in music education.

RICE HIGH SCHOOL BAND HANDBOOK SIGNATURE PAGE

Return this page to your band director.

I have reviewed all the information in the Rice High School Band Handbook. I understand and agree to abide by the policies and guidelines as explained in the handbook.

Student Name: _____
(print)

Student Signature: _____

Grade: _____

I have reviewed and discussed all the information in the Rice High School Band Handbook with my son/daughter. I understand and agree to abide by the policies and guidelines as explained in the handbook.

Parent Signature: _____

Date: _____