



TIMBERVIEW HIGH SCHOOL  
BAND HANDBOOK  
2011 - 2012

Dear Students and Parents,

MISD administrators have collaborated to develop the MISD Music Program Guidelines to provide secondary music students and their parents with as much information as possible about our program. The required guidelines are published in this handbook to provide general information about the Timberview High School band program.

In addition to the MISD District guidelines, this campus Band Handbook provides specific guidelines and information regarding your student's participation in the local school program. The District guidelines are minimum standards that must be followed. The campus guidelines may be expanded to meet the needs of each local school. We ask that you carefully read this Handbook detailing student expectations in our program. Please acknowledge reading this Handbook by returning the Acknowledgement Form found in the back of this document to your student's band director.

Students who begin in our band program can look forward to a comprehensive, sequential music education in band through twelfth grade. Throughout their study, students will be provided a thorough foundation in individual performance fundamentals with an emphasis on developing ensemble concepts and skills.

With your help we can begin a long lasting tradition of excellence at Timberview High School.

If you have any questions regarding the information contained in this Handbook, please call the band office at (817) 299-2668 or the Fine Arts Office at (817)299-6316.

Sincerely,

Russell Sanders  
Director of Fine Arts

Derrell Douglas  
Principal, Timberview High School



Tony Daniels  
Director of Bands, Timberview HS

Bryan Teague  
Assoc. Director of Bands, Timberview HS

Benjamin Scarce  
Percussion Specialist, Timberview

# **Timberview High School Band Handbook**

## **PREFACE**

The Timberview High School Band Program will exhibit a sense of excellence and will strive for a long lasting history of excellence in musical performance. The success of the band program centers on pride, commitment to task, and the willingness to work hard to achieve a common goal. As a member of the Timberview Band you will make long-lasting friendships and develop a sense of camaraderie that is unique to our organization. While we do not expect every student in the band to become a virtuoso musician, we do expect every student to establish both short and long-range goals for improvement on his or her instrument. We do expect mature, responsible attitudes and actions – and lots of hard work from everyone.

Every year is a new challenge – new combinations of personalities and talent, new audiences, new music, new members, and new leadership from section leaders. By accepting membership in the Timberview Band, you agree to perform to the best of your abilities and work together with the band staff to make this year's band the finest musical organization that our combined efforts can produce.

This handbook is designed to help you understand the concepts and guidelines of our organization. We hope that the handbook can be used to answer questions of both parents and students and will prove to be a helpful guide for defining the boundaries that are important in keeping the band a quality ensemble. If utilized properly, the concepts of responsibility, teamwork, and good citizenship will develop as each student experiences the world of music. If you need information that does not appear here, please call. We will try to assist in whatever way possible.

The band staff at Timberview High School is very proud to be a part of the tradition of excellence established by the Mansfield Independent School District. We are here to continue the tradition by bringing new energy and ideas to the program. The staff at Timberview High School consists of private teachers and band directors. The teacher for each class and the responsibilities of band members are outlined in this handbook.

### **Timberview High School Band**

Tony Daniels, Director of Bands  
Bryan Teague, Associate Director of Bands  
Ben Scarce, Percussion Specialist

Timberview High School: (817) 299-2600  
Fax#: (817) 472-2986

## INDIVIDUAL BAND RESPONSIBILITIES

Students are placed by audition into one of four classes at Timberview High School: Wind Symphony, Wind Ensemble and Symphonic Band. Our curriculum is designed to improve individual performing skills throughout the year. The responsibilities for students in each group are outlined below.

### Wind Symphony

Tony Daniels, Director

- \* Continued development of individual playing skills
- \* Development of ensemble and rehearsal skills
- \* Performance of stand tunes
- \* Preparation of All-District/All-Region music; Students will be assessed
- \* Performance of All-District/All-Region music
- \* Performance 12 Major, Natural and Harmonic Minor Scale
- \* Audition for All-District/All-Region Band
- \* Performance of a solo and ensemble in the MISD Solo & Ensemble Contest
  - + Solos will cost \$60; a student may opt out of performing a solo at the solo competition by performing his/her solo in front of the class with no fee.
  - + Ensembles are \$9 per student and must be performed at the Ensemble Competition.
- \* Performance of select literature assigned by the director at any point during the school year
- \* Attendance at all section rehearsals, full band rehearsals and performances
- \* Individual practice outside of school
- \* Individual listening sessions with the Director
- \* Performance at UIL Concert and Sight-reading Contest & Music Festivals
- \* Students are required to perform at all events scheduled for the Wind Symphony

## Wind Ensemble

Bryan Teague, Director

- \* Continued development of individual playing skills
- \* Development of ensemble and rehearsal skills
- \* Performance of stand tunes
- \* Preparation of All-District/All-Region music; Students will be assessed
- \* Performance of 12 Major scales
- \* Audition for All-District/All-Region Band (optional)
- \* Performance of a solo or ensemble in the MISD Solo & Ensemble Contest
  - + Solos will cost \$60; a student may opt out of performing a solo at the solo competition by performing his/her solo in front of the class with no fee.
  - + Ensembles are \$9 per student and must be performed at the Ensemble Competition.
- \* Performance of selected literature assigned by the director at any point during the school year
- \* Attendance at all section rehearsals, full band rehearsals and performances
- \* Individual practice outside of school
- \* Individual listening sessions with the Director
- \* Performance at UIL Concert and Sight-reading Contest & Music Festivals
- \* Students are required to perform at all events schedule for the Wind Ensemble

## Symphonic Band

Bryan Teague, Director

- \* Continued development of individual playing skills
- \* Development of ensemble and rehearsal skills
- \* Performance of Stand Tunes
- \* Learn 9 Major Scales
- \* Performance of All-District/All-Region scales (through out the school year)
- \* Performance of a solo or ensemble in the MISD Solo & Ensemble Contest
  - + Solos will cost \$60; a student may opt out of performing a solo at the solo competition by performing his/her solo in front of the class with no fee.
  - + Ensembles are \$9 per student and must be performed at the Ensemble Competition.
- \* Performance of selected literature assigned by the director at any point during the school year
- \* Attendance at all section rehearsals, full band rehearsals and performances
- \* Individual practice outside of school
- \* Performance at UIL Concert and Sight-reading Contest or Musical Festival
- \* Students are required to perform at all events schedule for the Symphonic Band

# Marching Band

Tony Daniels, Bryan Teague and Benjamin Scarce, Directors

- \* Development of individual playing skills
- \* Development of fundamental marching skills
- \* Development of football game etiquette
- \* Ability to understand drill charts and coordinate sheets
- \* Develop good sportsman-like conduct
- \* Develop proper uniform upkeep
- \* Have all material; instrument, flip folder, music and all items assigned by the directors
- \* Performance of selected literature assigned by the director at any point during the school year
- \* Attendance at all section rehearsals, full band rehearsals and performances
- \* Individual practice outside of school
- \* Performance at all Timberview High School Football Games
- \* Performance at all scheduled events involving the Timberview High School Band
- \* Students will provide his or her own instrument unless it is provided by the school.

## COLOR GUARD

Chance Livar, Director

Students in Color Guard are a part of the marching band and participate in all activities. Band students in Color Guard must be enrolled in the band elective. Students not in band may audition for and participate in Color Guard with the approval of the Head Band Director. Students will learn dance fundamentals along with flag spinning and weapon training. The Color Guard will be governed by all rules and regulations set forth within this handbook, Timberview High School and MISD Policy.

## **BAND AUDITIONS**

- All THS band courses require full year participation and involve outside of school rehearsals and performances
- Students are required to audition for select performance ensembles.
- The Head Director determines audition requirements.
- Directors will notify students of audition dates, requirements, and results in a timely fashion.
- Directors will serve as an evaluator during auditions.
- Students will be re-evaluated periodically for participation in select performance ensembles.
- Auditions will be live
- Audition material will reflect the director's anticipated performance level for the students and will be based on prior learning.
- There will be one major audition each year in May to place students in band classes, however students will be evaluated based on his/her performance during the fall semester. Such as All-District/All-Region auditions, attitude, attendance at outside of school requirements and behavior. Students' band and/or chair placement may change due to the student not meeting the band's expectation during the school year.

## **VARSITY MARCHING BAND AUDITIONS**

- The Head Director determines audition requirements.
- Directors will notify students of audition dates, requirements, and results in a timely fashion.
- Directors will serve as an evaluator during auditions.
- Students will be re-evaluated periodically for participation in the marching band.
- Auditions will be live
- Audition material will reflect the director's anticipated performance level for the students and will be based on prior learning.
- If a student makes the JV marching band; that student will have the opportunity to challenge for a position in the varsity marching band up to the last week of September.

## **CALENDAR OF EVENTS**

The fall calendar will be available no later than September 1<sup>st</sup> and the Spring Calendar will be available no later than Jan. 5<sup>th</sup>.

Visit – [www.timberviewband.com](http://www.timberviewband.com) for all information related to the Timberview Band.

For individual student account information please visit – [www.charmsmusic.com](http://www.charmsmusic.com) .

- Attendance at all performances and rehearsals is required. If an excused absence is anticipated, a written notification should be submitted at least two days in advance. Students who are absent will receive an unexcused absence which will reflect his/her participation grade.
- Email notification is ok, however a written letter needs to be on file.

## **CONDUCT**

- The Timberview High School Band will adhere to the Mansfield ISD and the Timberview High School basic behavioral guidelines set forth by the MISD school board and the principal of Timberview High School.
- Students of the Timberview High School Band will be expected to adhere to the district Code of Conduct found on the html address below:  
<http://www.mansfieldisd.org/athleticsweb/code/code.htm>

## **Pep-Rally & Football Game Procedures**

- Food will not be allowed during the performance.
- Each person is responsible for his or her equipment at all times.
- Everyone will wear his/her uniform.
- Sit in assigned seats and do not move about the band during the performance.
- Play your very best sounds each time the group performs and do not play your instrument at any time the band is not playing.
- Percussion is only to play with the full band or with the yells or as a section on an organized cadence or feature.
- No one except band personnel is allowed in the band section. Ex-band students or special visitors are sometimes exceptions, but only by special permission from the director.
- Watch the director/drum majors at all times when he/she is standing in front of the band.
- Watch closely for cutoffs in the music, as the band will sometimes stop playing when play has resumed on the field.
- Cheer with the cheerleaders; group cheers are acceptable but “off color” or un-sportsman-like cheers will not be tolerated and removal from the game will be enforced.
- Be respectful and courteous of other band’s performances.
  - ***Removal from the event will be enforced. If the situation escalates, removal from band.***
- No hats/caps are allowed in the stands.
- All students must have a flip folder and lyre.
- Students will ride the bus to and from all games.
- No stereos, MP3 players, cell phones or any other audio/electronic device are allowed during the performance.
  - ***1<sup>st</sup> offense from breaking any of the above rules will be a verbal warning***
  - ***2<sup>nd</sup> offense student will hand over the electronic device and will receive a work detail and parental notification to retrieve the device.***

## **Band Rehearsal Procedures:**

- Be seated with instrument, music, pencil and supplies with-in five minutes after the tardy bell rings.
- Show good rehearsal etiquette by being a good team player – study your part quietly while the director works with another section. Remain on task at all times; do not talk or interrupt the focus of a rehearsal.
- Maintain proper posture at all times, which is important for all players.
- Raise your hand and ask questions if you need more individual help.
- Leave your cases inside your locker during rehearsal. (NO backpacks allowed).
- Do not leave purses or other valuables unlocked in the band hall.
- No food, gum, or drink is allowed in the band hall. We all take pride in keeping our band hall clean and organized.
- All instruments remain in cases with latches closed inside a locker when not in use.
- Lockers shall remain clean at all times.
  - **The directors will go through the lockers once a week to keep them clean. Anything not in the case or band binder will be discarded.**
  - **No food or drink is allowed in the lockers; that includes lunches.**
  - **Each student must provide the director a lock and combination to the lock**
  - **If a student changes his/her lock and does not notify the directors; the lock will be cut.**
- Disorderly behavior and abusive language will not be tolerated.
- Be considerate of directors' requests for assistance in tasks around the band hall.
- The student will adhere to the MISD Student Code of Conduct.
- Always keep the band hall clean even if it is not your trash.

## **Practice Room Procedure:**

- Only two students at a time in Practice Rooms.
- No student is allowed in the large ensemble room unless he/she has permission from a **BAND** director.
- When you have finished utilizing the practice room stack the chairs, place the stacked chairs in a corner and in the opposite corner place the stand or stands.

## **CONSEQUENCES FOR MARCHING BAND:**

- *1<sup>st</sup> offense: Push Ups or Run Laps*
- *2<sup>nd</sup> offense: Push Ups or Run Laps*
- *3<sup>rd</sup> offense: Parent Conference and Work Detail*
- *4<sup>th</sup> offense: Parent Contact, Work Detail and Suspension from upcoming game*
- *5<sup>th</sup> offense: Office referral*
- *6<sup>th</sup> offense: Parent Conference and Removal from the Varsity or JV Marching band.*
- *7<sup>th</sup> offense: Parent Conference w/ appropriate administrator to remove from program.*

## **CONSEQUENCES FOR WIND SYMPHONY, WIND ENSEMBLE AND SYMPHONIC BAND**

- *1<sup>st</sup> offense: Verbal warning*
- *2<sup>nd</sup> offense: Parent Contact*
- *3<sup>rd</sup> offense: Parent Conference*
- *4<sup>th</sup> offense: Band Hall Detention*
- *5<sup>th</sup> offense: Office referral*
- *6<sup>th</sup> offense: Parent Conference and Removal from the student's current band to the next lower level.*
- *7<sup>th</sup> offense: Parent Conference and Removal from the student's current band to the next lower level.*
- *8<sup>th</sup> offense: Parent Conference w/ appropriate administrator and the possible removal from program*

## **ELIGIBILITY**

All students in any extra-curricular activity will adhere to the UIL Eligibility rules and regulations stated by TEA (Texas Education Agency) and UIL.

- To be eligible to participate in any six week period following the initial six week period of a school year, a student must have recorded a grade average of at least 70 on a scale of 0 to 100 in every course for that preceding six week period.
- Any student whose recorded six week grade average in any course is lower than a 70 at the end of a six week period shall be suspended from participation during the succeeding six week period. However, a student may regain eligibility seven calendar days after the succeeding three-week evaluation period if the student is passing all courses on the last class day of the three-school-week period. If the student has at least a grade of 70 on a scale 0 to 100 for work done since the end of the previous grading period, the student regains eligibility seven calendar days later at the end of the regular school day.
- The directors of the Timberview High School Band Department will always enforce all TEA/UIL regulations during the academic year.
- **If a family makes payments on a trip and the student is ineligible to participate prior to the trip the student will not be able to attend and NO REFUNDS WILL BE GIVEN.**

# **GRADING POLICY**

## **Wind Symphony:**

### Participation 20%

- The student will receive a grade for each before and after-school sectional and rehearsal during a grading period.
  - If a student is 10mins. late a grade of 85 will be assessed
  - If a student is 15mins. late a grade of 70 will be assessed
  - If a student is 20mins. late a grade of 55 will be assessed
  - If a student is 30mins. or more late a grade of 0 will be assessed and the student must make up the sectional. The highest grade received will be a 50 once the sectional has been made up.
  - If the sectional is not made up the student will receive a grade of zero.
  - Students can make up a sectional by attending a different sectional or signing up for an hour time slot with the director.

### Skills 60%

- The student will be expected to improve individual music skills.
- The student's individual skill development will be evaluated through individual listening by the director. The listening session will take place once a week for 15mins.
- The performance of all required scales.
- The performance of the All-District/All-Region Music.
- The performance of all required music assigned by the Director.

### Performances 20%

- The student will receive a grade for each performance during a grading period.
- Performances will be counted as major exams.
- The number of performances will be determined by the director and notated on the performance calendar.
- If no public performance occurs during a grading period, the performance grade will be based upon informal classroom performances determined by the director.

## **Wind Ensemble:**

### Participation 20%

- The student will receive a grade for each before and after-school sectional and rehearsal during a grading period.
  - If a student is 10mins. late a grade of 85 will be assessed
  - If a student is 15mins. late a grade of 70 will be assessed
  - If a student is 20mins. late a grade of 55 will be assessed
  - If a student is 30mins. or more late a grade of 0 will be assessed and the student must make up the sectional. The highest grade received will be a 50 once the sectional has been made up.
  - If the sectional is not made up the student will receive a grade of zero.
  - Students can make up a sectional by attending a different sectional or signing up for an hour time slot with the director.

### Skills 60%

- The student will be expected to improve individual music skills.
- The student's individual skill development will be evaluated through individual listening by the director. The listening session will take place once a week for 15mins.
- The performance of all required scales.
- The performance of the All-District/All-Region Music.
- The performance of all required music assigned by the Director.

### Performances 20%

- The student will receive a grade for each performance during a grading period.
- Performances will be counted as major exams.
- The number of performances will be determined by the performance calendar.
- If no public performance occurs during a grading period, the performance grade will be based upon informal classroom performances determined by the director.

## **Symphonic Band:**

### Skills 60%

- The student will be expected to improve individual music skills.
- The student's individual skill development will be evaluated through individual listening by the director. The listening session will take place during class.
- The performance of all required scales.
- The performance of all required music assigned by the Director.
- The student will present a practice record/log once a week.

### Performances 20%

- The student will receive a grade for each performance during a grading period.
- Performances will be counted as major exams.
- The number of performances will be determined by the performance calendar. If no public performance occurs during a grading period, the performance grade will be based upon informal classroom performances determined by the director.

### Participation 20%

- The student will be on task and focused during all rehearsals.
- The student will have instrument, music, pencil and supplies.
- The student will be prepared to play his/her part successfully.
- The student will mark music and take notes as needed.
- The student will demonstrate selected music during class.

## **MARCHING BAND:**

### Participation 20%

- The student will receive a grade for each before and after-school sectional and rehearsal during a grading period.
  - If a student is 10mins. late a grade of 85 will be assessed
  - If a student is 15mins. late a grade of 70 will be assessed
  - If a student is 20mins. late a grade of 55 will be assessed
  - If a student is 30mins. or more late a grade of 0 will be assessed and the student must make up the sectional. The highest grade received will be a 50 once the sectional has been made up.
  - If the sectional is not made up the student will receive a grade of zero.
  - Students can make up a sectional by attending a different sectional or signing up for an hour time slot with the director.
  - Inspection grade of 100 will be given if a student has all supplies and if a student is missing any materials/supplies a grade of 50 will be given.

### Skills 60%

- The student will be expected to improve individual music and marching skills.
- The student's individual skill development will be evaluated through individual listening and marching by the director. The listening session will take place once a week for 15mins and/or sectional, marching band rehearsals.
- The performance of all required music assigned by the Director.

### Performances 20%

- The student will receive a grade for each performance during a grading period.
- Performances will be counted as major exams.
- The number of performances will be determined by the performance calendar.
- If no public performance occurs during a grading period, the performance grade will be based upon informal classroom performances determined by the director

## **EXCUSED ABSENCES:**

- In accordance with the MISD policy, all excused absences will be honored with no grade penalty. These will include:
  - Medical emergency or illness
  - Death in the family
  - Religious holiday
  - Family emergency

## **UNEXCUSED ABSENCES:**

- Medical or Dental appointments (sectionals must be made up for full credit, if not made up before the end of the six weeks the student will receive a grade of zero; If an appointment is scheduled during a performance, the performance will be unexcused unless it is a medical emergency)
- If a student accumulates 2 or more unexcused absences by the end of the six weeks the student will be placed in the next lower band. For example, a student in Honors band receives 2 or more unexcused absences he/she will be placed in the Symphonic Band.
- If a student receives 2 or more unexcused absences from a rehearsal or sectional in preparation for a concert the student will not be allowed to perform on that particular performance.

## **TARDINESS:**

### **Tardy for a Sectional and Performance:**

- If a student is 1 to 10 mins. late a grade of 85 will be assessed
- If a student is 11 to 15 mins. late a grade of 70 will be assessed
- If a student is 16 to 20 mins. late a grade of 55 will be assessed
- If a student is 21 mins. or more late; a grade of 0 will be assessed and the student must make up the sectional. The highest grade received will be a 50 once the sectional has been made up.
- If the sectional is not made up the student will receive a grade of zero.
- Students can make up a sectional by attending a different sectional or signing up for an hour time slot with the director.

**Tardy for a Performance:**

- If a student is 30mins. late for a performance they will not be allowed to perform and a grade of zero will apply.
- Students will be given the option to complete a make-up assignment based upon the directors' discretion.

**Tardy for Marching Band: (In one 6week period)**

- **1 Tardy = 2 laps**
- **2 Tardies = 2 laps**
- **3 Tardies = 4 laps**
- **4 Tardies = 4 laps**
- **5 Tardies = Parent Conference and 4 laps**
- **6 Tardies = Removal from the Varsity Marching Band and placed in the JV Marching Band**

**Tardy for Class:**

- MISD and School Policy will apply

# UNIFORM

## Football Games:

The uniform was approved by the MISD Administration and school board when Timberview High School was established in 2004. The uniform consists of:

- Helmet w/plume
- Jacket (Maroon, White and Black)
- Black pants
- Black socks (**not provided by MISD**)
- Black marching shoes (**not provided by MISD**)
- One black glove and one white glove (**not provided by MISD**)
- Gauntlets

All students are required to wear the following under their band uniform for each game or contest:

- Polished black marching band shoes
- Black athletic socks
- Official band T-shirt for the current school year
- Boxers or nylon shorts

The students will wear this to travel. Once in uniform ALL JEWELRY must be removed, and hair must fit under the helmet. On game days the students must have clean black socks, marching band shoes, boxers or nylon shorts, official band t-shirt, stand music, gloves and individual music equipment.

1. No eating or drinking in uniform
2. No public display of affection while in uniform
3. All students must have the appropriate uniform attire; if not no one in the marching band will be able to remove jackets at the game.
4. Students must be professional when in uniform. No profanity, rowdiness, rudeness, or disrespect from anyone will be tolerated while in and out of uniform.

## All Concerts:

- Tuxedo Jacket and pants
- White Tuxedo Shirt (**not provided by MISD**)
- Concert Dresses
- Black Socks or stockings (**not provided by MISD**)
- Black Dress Shoes (bottom of shoes will have a slick bottom) **Not provided by MISD**

- No jewelry for the exception of earrings; ex: No necklace, no bracelets and no rings etc.
- Any hair accessory must be BLACK.
- No decoration on the instruments

You will need to purchase a tuxedo shirt. Al's formal wear will fit students on a specified day that will be determined by the band director. **ONLY BUY THE TUXEDO SHIRT THROUGH THE SCHOOL.** You will be notified of all prices before the fitting.

**If a student is not in the appropriate uniform, he/she will not perform.**

## **INSTRUMENTS**

Students in band are required to provide an instrument. The maintenance, repair and insurance against theft or damage of these personal instruments are solely the responsibility of each student. As a member of the Timberview High School Band, MISD has a limited number of large instruments that may be available for an annual rental usage fee of \$80. In addition to the usage fee, students are responsible for maintenance, repair and insurance of school owned instruments against theft or loss while in their possession. Instruments must be returned at the end of the school year in the same condition as issued.

### **Personal Instruments:**

- A quality program requires quality musical instruments. Instruments from the MISD Recommended Instrument List are good quality instruments for all students. However, students who plan to continue a musical career should consider purchasing a professional quality instrument.
- The Band staff and private teachers will be most happy to consult with the student and parents in order to avoid an inappropriate purchase and to assist in obtaining the best possible price for the instrument.
- It is strongly recommended that all personal instruments be insured through your homeowner's policy or a private company. The school district will not assume liability for maintenance, repair, or damage of instruments.

## **School Owned Instruments:**

- Timberview High School furnishes the following instruments for student use: Oboe, English Horn, Eb Clarinet, Bassoon, Bass Clarinet, Contra Bass Clarinet, Soprano Saxophone, Tenor Saxophone, Baritone Saxophone, Marching French Horn, French Horn, Marching Baritone, Euphonium, Sousaphone, Tuba and all percussion instrument.

**\*\* Percussionists are required to purchase their own equipment.**

- The instrument usage fee for school owned instruments is \$80.00 per year. All students (including percussionists) who play school owned instruments will be charged \$80.00 per year. This is a very minimal fee considering that most of the school owned instruments cost several thousand dollars each. The student and parent are responsible for the maintenance and upkeep of the equipment.
- Students/parent must provide their own personal accessories such as neck strap, mouthpiece, ligature, valve oil, cork grease, drum sticks, and reeds. The student/parent is responsible for damage to the instrument while in his or her possession. The instrument will be inspected at the end of the year for damage and the student/parent must pay for any repairs.

## **PRIVATE INSTRUCTION**

- Private lessons are provided for interested students as an enrichment program in Band.
- The Associate Director coordinates the private lesson program with-in the MISD guidelines.
- The private teachers are contracted through the MISD and must complete an Application and a Criminal History Check before being hired by the district.
- The private teachers are hired, supervised and evaluated by the Head Director.
- Private study fees are consistent throughout the district and are determined through the Office of Fine Arts (Russell Sanders). The current fee is \$16.00 per lesson.
- The payment for lessons will go directly to the teacher once a week or monthly, however you and the teacher choose payment.
- Please visit your Director for an up-to-date Private Lesson Faculty List.
- Private study is encouraged, but not required to participate in the Timberview High School Bands. The advantages of a one-on-one experience are overwhelming.
- **It is highly recommended for students in the Wind Symphony to take private lessons, but not required. The level of instruction and the music preparation will help the students grasp the instruction during class with the help of private teaching.**

## **REHEARSAL/PERFORMANCE SCHEDULES**

- Participation at sectionals, rehearsals, and performances is required and will be integrated into the student's grade in accordance with the Timberview High School, MISD Grading Policy and TEA/UIL Regulations.
- A schedule of activities and events will be provided to students and parents. Updated schedules will be provided as needed.
- Regularly scheduled sectionals, rehearsals, and concerts are curricular and have no academic eligibility requirements.
- In addition to local performances, ensembles may make numerous other appearances during the year.
- Performance courses in Band involve outside of school rehearsals and performances. Students who are members of the Wind Symphony, Wind Ensemble and Symphonic Band are expected to fully participate in all performance activities including approved travel.

## **FUNDRAISING**

- Timberview High School Band students are encouraged to participate in fundraising activities each year that are coordinated through the Timberview Band Boosters. We fundraise for additional activities and financial support for our program. Fundraising activities allow students to share the responsibility of funding our program beyond what the district provides. Therefore, it is important for these fundraisers to be as successful as possible.
- These fundraising activities are group efforts that go into a group account that supports our band program. These activities also nurture a spirit and unity in the group as a result of the group efforts.
- All information regarding the specifics of the fundraising will be communicated to students and parents at the time of the activities. Donations to the Timberview Band program are always welcomed and appreciated.

## **TRANSPORTATION**

- The Head Director will determine transportation to off-campus band performances. If a student must leave directly from a performance, he/she can be released only to his/her parent/guardian with a note delivered prior to the performance.
- Once the note has been presented to the director; the director must approve the request. **Only the Head Director can approve the request.**
- **At the end of the event**, the director will release the student directly to the parent/guardian.

### **STUDENT EXPECTATIONS:**

- The parent chaperones are in charge of the students while on the buses. Please mind them and do as they ask
- Students are to be well-behaved while on buses. This includes NO profanity or offensive conversations.
- Students will stay in the proper uniform until told to change.
- All travelers should remain seated while the bus is in motion.
- If the driver asks to lower the noise level, do so immediately.
- Always respect and thank the bus driver for safely getting you to your destination.
- All rules posted on the bus apply to the band members.
- **WHILE IN ANY PARKING LOT, ALL STUDENTS ARE TO BE SILENT!**

### **STUDENT PICK-UP:**

Students are to be picked up no later than 45 minutes after we have arrived back to the school from any event. Certainly we do understand if there has been a last minute emergency; however please arrange a ride home for your student. Any student who is left behind for more than 45 minutes will be left in the custody of the MISD police department. We cannot simply leave them at school by themselves. When we are getting close to the school, we will allow the students to contact their parents at home.

## **GRADUATION PROCEDURES**

Freshman, sophomores and juniors will be expected to perform for the Timberview High School Graduation Ceremony. Transportation is provided if they are not held on the THS campus. It is not necessary for parents to attend unless they desire. Students should wear all black for this event. Ladies black dresses and gentlemen a black dress shirt, black belt, black slacks, black socks and black dress shoes.

## **LETTERING**

A student must earn 10 points in a school year to letter. Points will be awarded for the following:

- 4pts – TMEA Region Band Membership
- 3pts – TMEA Area Band Membership
- 2pts – TMEA All State Band Membership
- 3pts – First Division on Class One Solo at MISD Solo and Ensemble Contest
- 3pts – First Division on Class One Ensemble at MISD Solo and Ensemble Contest
- 2pts – All District Band Membership

Each student that has not received a letter jacket by the end of their 11<sup>th</sup> grade year, and who has remained a member in good standing every semester of their 9<sup>th</sup>, 10<sup>th</sup> and 11<sup>th</sup> grade years, will be awarded a jacket at the beginning of winter after orders have been taken during their senior year. This will be at the discretion of the Band Directors. All appeals to lettering decisions, and all special circumstances, will be heard and dealt with on a case-by-case basis by a committee comprised of the Director of Fine Arts, the appropriated campus director, and another committee members appointed at the discretion of the Director of Fine Arts. Each campus director will be responsible for ensuring that student does not receive more than one major award. Senior jackets will be awarded each fall and all other jackets will be awarded each spring. Students may receive only one jacket award from the school during the four years in all school activities combined. Students, who qualify year after year, will receive bars to add on their letter jacket. In all cases, the awards are based on the recommendation of the director. Student conduct and cooperation will be a deciding factor. Students who are qualified may not be recommended if conduct or cooperation is a problem.

To eliminate the need for a system of point transfer and archival record keeping, lettering points will not carry over from one year to the next. Each year the student must start over in the accumulation of points.

# **Student Leadership**

The MTHS band offers numerous opportunities for students to hold leadership positions. These offices enable the students to develop their individual skills as well as contribute to the quality of the band program. Student leadership is an invaluable asset to the Timberview High School Band program.

Leadership roles include:

- Drum major
- Band council
- Section leader
- Drum Line Captain
- Colorguard Captain
- Equipment Crew
- Uniform Crew
- Spirit Leader

## **Drum Major**

The most important position in the marching band is that of the **drum major**. This person is the leader on the field. The **drum major** exemplifies the spirit, dignity, and bearing of the entire band, and therefore should possess these qualities to the highest degree.

**Duties of the Drum Major include but are not limited to:**

### **A. Marching Rehearsals**

1. Consults with directors prior to each rehearsal for instructions concerning the rehearsal plan.
2. Leads the band through the warm up routine.
3. Assists directors in the teaching of marching drills.
4. Help individual band members with difficult sections of the drill when problems arise.
5. Acts as proper example for difficult maneuvers and military bearing
6. Maintains discipline at all times.

## **B. Music Rehearsals**

1. Consult with director prior to each rehearsal and make every attempt to be thoroughly acquainted with all aspects of the music to be rehearsed, including conducting techniques and possible problems that may be encountered in rehearsal or performance.
2. Lead the band through preliminary warm-up routine.
3. Be prepared to take charge of specific groups for sectional rehearsals.

## **C. Performance**

1. Take responsibility for making sure the band is assembled in the proper formation at the pre-designated time and place.
2. Take attendance and assist with general inspection.
3. Be responsible for moving the band from one area to another in an orderly fashion.
4. At football games, make sure that the band is seated in a pre-determined formation, and that order is maintained.
5. Conduct the band when they play pep tunes in the stands or at pep rallies.
6. Prior to a parade, become familiar with the parade route and be aware of the location of the reviewing stand.
7. Understand the fundamentals of military etiquette, and be prepared to render the proper salute when necessary.
8. Know when to bring the band and auxiliary units to attention.
9. Give all the commands during performances.
10. Conduct and control all aspects of the field show.
11. Set the perfect example at all times in dress, leadership, punctuality, alertness, precise marching, & esprit de corps.

## **D. Training Sessions**

During the final weeks of service, organize **drum major** training sessions to help prepare prospective candidates for **Drum Major** auditions. Tell them about your experiences, both good and bad, and make them understand what the position entails.

### **E. Band Council Leader**

The Drum Majors are automatically members of the Band Council. The Head Drum Major is the Leader of the council assisted by the other drum major(s).

### **The Band Council**

Multiple students have requested that there be a venue for students to have a voice for concerns as well as a place for additional involvement. The band council will fill both of those voids and will have open meetings to anyone in the program. The council will be structured this way:

1. A great Representatives of the Band Program
2. Must be in good standing with all directors of the Timberview High School Band Program.
3. Dedicated members who go above and beyond the call of duty
4. Elected by the student body and will be a Senior/Junior member of the marching band.
5. At any point, should a member of the council not be deemed worthy of a position maybe removed as a Band Council-Member

### **B. Meetings**

1. Designated students leader (drum major) will facilitate open sessions.
2. In closed sessions, the Director will facilitate weekly meetings
3. The Head Drum major will oversee band-council meetings; preside over votes and to be a liaison between the council and band directors.
4. During meetings, each member will contribute an agenda to each sessions; this includes projects and issues
5. Hold semester meetings with the band membership

### **C. Duties and Responsibilities include but are not limited to:**

1. Contribute ideas on boosting morale of the band, organizing social events and decorating of band hall.
2. Be the person to speak to about concerns with the program.

3. Oversee service projects for the community such as, organizing the “Adopt-a-highway” campaign, the Band-Buddy project, Instrument Drive Campaign, etc.

### **Section Leader**

This is an important role within the organization and requires commitment to the full season, if selected. The director selects section-leaders after completing a competitive audition in the spring semester that precedes the appointment. To declare candidacy, members must have at least two consecutive successful years of membership, be model members in good standing with the directors as well other teachers and administration. At any time during the season, section leaders may be removed at the discretion of the Band Director for characteristic unsuitable for a leadership position in band. The Duties and responsibilities of the Section-leader are but not limited to:

1. Be a positive role model in all areas, etiquette, behavior, and attendance, performance, etc.
2. Set a personal standard that goes above and beyond the call of duty
3. Teach/demonstrate songs for new members and section members as required
4. Distribute and collect music for your section.
5. Communicate information to section members, directors, and or parent guild as required
6. Be responsible for the members’ task(s) in their sections
7. Be responsible and concerned for members’ well being (on and off of the field)
8. Have all contact information on hand of members
9. Report to the Drum Majors any issues and concerns.

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## **Drum Line Captain**

This is an important role within the organization and requires commitment to the full season, if selected. The Drum-line captain is the overseer of the drum-line section leaders as well as the drum-line. These section-leaders include: Pit Captain, Snare-section leader, Quad-section leader, and Bass-section leader.

The Percussion Director along with the Band Director selects Drum-line captains in the spring semester that precedes the appointment. Should a competitive audition be necessary, this will occur during drum-line camp auditions in the spring. To declare candidacy, members must have at least two consecutive successful years of membership, be model members in good standing with the Percussion Instructor and Band Directors as well other teachers and administration. At any time during the season, Drum-line captains maybe removed at the discretion of the Percussion Instructor along with the Band Director for characteristic unsuitable for a leadership position in band.

The Duties and responsibilities of the Drum-line Captain are but not limited to:

1. Be a positive role model in all areas, etiquette, behavior, and attendance, performance, etc.
2. Set a personal standard that goes above and beyond the call of duty
3. Teach/demonstrate songs for new members and drum-line section members as required
4. Distribute and collect music for your section.
5. Communicate information to drum-line members, directors, and or parent guild as required
6. Be responsible for the members' task(s) on the drum-line
7. Be responsible and concerned for members' well being (on and off of the field)
8. Have all contact information on hand of all drum-line members
9. Report to the Percussion Instructor and Band Director(s) any issues and concerns.

## **Colorguard/Winterguard Captain**

This is an important role within the organization and requires commitment to the full season, if selected. Like the Horn Sergeant, the Colorguard/Winterguard Captain is the overseer of the Colorguard/Winterguard Officers as well as the Colorguard. The Colorguard officers include: Co-Captain (if one is appointed), Senior Lieutenant, and Junior Lieutenant.

The Colorguard Director along with the Band Director selects Colorguard/Winterguard captains after a competitive audition and interview in the spring semester that precedes the appointment. To declare candidacy, members must have at least two consecutive successful years of membership, be model members in good standing with the Colorguard Instructor and Band Directors as well other teachers and administration. At any time during the season, Colorguard captains maybe removed at the discretion of the Colorguard Instructor along with the Band Director for characteristic unsuitable for a leadership position in band.

The Duties and responsibilities of the Colorguard/Winterguard Captain are but not limited to:

1. Be a positive role model in all areas, etiquette, behavior, and attendance, performance, etc.
2. Set a personal standard that goes above and beyond the call of duty
3. Teach/demonstrate movement, flag and weaponry for new and veteran colorguard members as required
4. Communicate information to guard members, directors, and or parent guild as required
5. Be responsible for the members' task(s) in their guard
6. Be responsible and concerned for members' well being (on and off of the field)
7. Have all contact information on hand of all guard members
8. Report to the Colorguard Instructor and Band Director(s) any issues and concerns.

## **Equipment Crew**

The Duties and responsibilities of the Equipment Crew are but not limited to:

1. Maintain all rehearsal equipment (PA, Met, Line Markers, Ladders, etc.)

2. Assist with daily rehearsal preparation
3. Assist with performance logistics and equipment transport
4. Help maintain all vehicles and equipment
5. Serve as stage crew for all concerts and festivals
6. Monitor instrument storage areas for security and cleanliness
7. Help foster the goals of teamwork and excellence within the band

### **Uniform Crew**

The Duties and responsibilities of the Equipment Crew are but not limited to:

1. Assist with the organization of uniform fitting and distribution
2. Assist with the performance day inspection of uniforms and uniform accessories
3. Assist parents with preparation for dry cleaning
4. Assist with the distribution of gloves and gauntlets
5. Maintain a clean and efficient uniform storage room
6. Help foster the goals of teamwork and excellence within the band

### **Spirit Leader**

The Duties and responsibilities of the Equipment Crew are but not limited to:

1. Promotes spirit and unity using creative ideas and means with director approval
2. Responsible for creating and posting event related signs for cards of encouragement & congratulations to MTHS organizations and to our middle school band programs
3. Organize social activities throughout the year (movie night, pool party, Halloween party, etc.)
4. Organize, clean, and update “trophy shelf” in the band room each semester
5. This position does not expire at the end of marching season.

# 2011 – 2012 Timberview High School HANDBOOK ACKNOWLEDGEMENT FORM

This handbook is distributed to all Timberview High School band students and parents. The information is intended to make your band experience as positive and fulfilling as possible. Please sign the following consent form and return it to the band office on or before August 2<sup>nd</sup>.

**THIS IS TO CERTIFY THAT I HAVE RECEIVED AND READ THE 2011 – 2012 TIMBERVIEW HIGH SCHOOL BAND HANDBOOK AND WILL OBSERVE ALL GUIDELINES FOUND THEREIN.**

\_\_\_\_\_  
THS Band Student Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
THS Band Student Signature

**I HAVE RECEIVED AND READ THE 2011 – 2012 TIMBERVIEW HIGH SCHOOL BAND HANDBOOK AND UNDERSTAND HOW IT APPLIES TO MY BAND STUDENT AND WILL ADHERE TO THE POLICIES SET FORTH WITH IN THE TIMBERVIEW HIGH SCHOOL BAND HANDBOOK AND TIMBERVIEW HIGH SCHOOL.**

\_\_\_\_\_  
THS Band Parent/Guardian Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
THS Band Parent/Guardian Signature