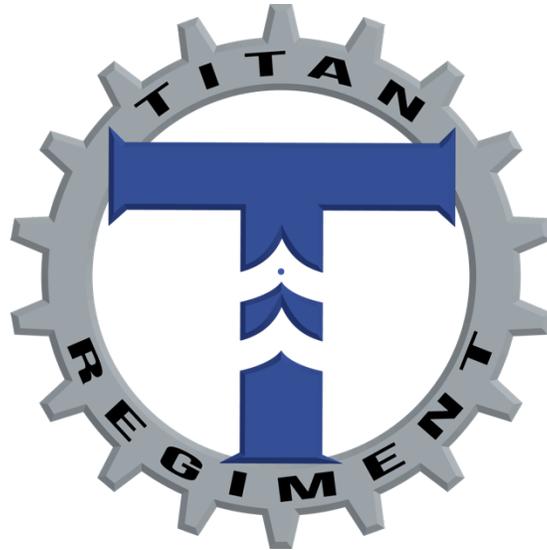

Manor New Tech High School



Titan Regiment

2019-2020 Handbook

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Foreword

The success of any organization is dependent upon the spirit, pride, leadership, teamwork, dedication, and cooperation of its members. Certain rules, policies, and procedures are necessary so that the overall goals of the group are met, and the welfare of each individual member is best served.

By accepting membership in the Manor New Tech **TITAN REGIMENT** High School Band, you are agreeing to perform to the best of your abilities and work together with the band staff in making this year's band the finest musical organization that our combined efforts can produce. In order for this to occur, scholars will need to be responsible, attentive, and respectful, have a positive attitude, and follow the MISD Ethical Principles. The directors will do their best to ensure that every scholar be provided the opportunity to be successful, regardless of their ability, whether as an incoming scholar or an experienced senior.

The Manor New Tech band staff has developed this handbook to familiarize each band member with the general operation and procedures of the Titan Regiment and standards by which all band members are expected to conduct themselves. The handbook is not intended to be all-inclusive, as every possible situation and question cannot be predicted in advance; however, a thorough knowledge of these materials is essential to the smooth operation and success of the band this year.

Mission / Creed

The Mission Statement and Creed will be determined in the summer during our Student Leadership Retreat.

Goals and Objectives

Mental and physical discipline

- Develop powers of concentration
- Memorize music
- Learn techniques of preparation as they relate to group and individual performances
- Develop self and group discipline

Citizenship through group endeavor

- Develop leadership abilities
- Develop responsibility
- Develop ability to cooperate with others and work as a team
- Develop diligence
- Develop mutual respect

Physical conditioning

- Develop strength, stamina, endurance and coordination

Cultural growth

- Provide opportunities to attain knowledge of music history through performance of various types of instrumental literature

Value Judgments

- Ability to make musical value (as they pertain to a musical setting) judgments through critical listening
- Recognition of quality of sound, pitch, style, tempo, rhythm, blend, balance, phrasing, dynamics, and articulation

Music theory

- Know and utilize note values and rests
- Know and utilize keys, key signatures, and scales
- Know and utilize musical terms, signs, and symbols
- Recognize and tune intervals and harmony
- Ear training/listening skills

Proper instrumental technique

- Care of the instrument
- Assume correct posture and playing position
- Develop the embouchure/stick grip/hand position
- Develop characteristic instrumental tone
- Develop proper breathing techniques
- Develop technical instrumental proficiency (fingering, articulation, rudiments, scales, etc.)

Creative self-expression

- Express oneself in every performance experience
- Explore careers

In addition to the State of Texas guidelines, the Manor New Tech High School Band will strive to:

- Provide any interested scholar with opportunities for musical knowledge, musical fellowship, and fun through participation in band
- Provide for the mental, physical, social, and emotional development of scholars
- Instill pride and discipline in each student
- Provide each scholar with solo and group endeavors to achieve personal goals and satisfaction
- Provide basic psychological needs such as recognition, belonging, self-respect, and a feeling of achievement.

Communication

The directors encourage positive communication and are willing to discuss any aspect of a scholar's progress in band with his/her parents. Specific directors' office phone numbers and email addresses can be found on the band website. www.titanregiment.org

Conduct/Expectations

Scholars in band serve as representatives of the school and school district at many public extracurricular functions. Membership in these organizations is a privilege and it is within the right of any director to deny membership to a scholar if they believe that they would not positively represent the organization. Band members will observe all policies set forth by Manor 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 scholar's dismissal from the activity at hand as well as the band program. This also applies to the actions of scholar leaders in both public and private events.
- All scholars are expected to conduct themselves in accordance with the Ethical Principles at all times. Display of profanity, temper, flagrant violation of rules, etc., will not be tolerated. Individual behavior during a band function is a reflection of the group.
- Scholars will follow directors' instructions.
- Scholars will be in their assigned rehearsal area ready to work at the set rehearsal time with all equipment, including music, pencil, instrument, and all supplies to rehearsals daily (see detailed supply list for each instrument).
- Scholars will keep hands, feet, and other objects to themselves.
- Public displays of affection will not be tolerated at any school-sponsored event, instructional time, bus rides or trips.
- Substance abuse or possession of an illegal substance will not be tolerated.
- Scholars will not use or play on equipment they do not own without permission from a director.
- Scholars will not touch, handle, borrow, or use anyone else's instrument, uniform, or personal belongings.
- Scholars should request permission to speak by raising their hand and waiting to be acknowledged. All rehearsals are expected to be extremely quiet so that time will be utilized wisely and as efficiently as possible.
- When allowed in the band hall, either before or after school, scholars will not disturb any rehearsal in progress.
- Scholars will respect the property of others and return their equipment to its proper storage place when not in use. Scholars should keep their equipment in the designated storage area and keep said storage area clean and neat in appearance. Scholars who demonstrate great difficulty with this may lose the privilege of having a storage area in the band hall.
- Scholars will not deface or mark on music stands, chairs, walls, etc.
- Scholars will not write on dry-erase board without permission from a director.
- Cell phones and smart watches WILL NOT be allowed in rehearsal time unless given permission. They are simply too distracting. If there is a family emergency, we have an office phone available.
- Head phones, ear buds, hoodies, hats, will not be allowed in the band hall and rehearsal time.

- Scholars will utilize their assigned storage slot/locker for instrument cases during rehearsals. Cases should not be brought into rehearsals unless requested by a director (exceptions: flute, clarinet, oboe, and bassoon).

Sexual Harassment

Inappropriate verbal or physical conduct of a sexual nature at school is prohibited by school board policy. Sexual harassment is prohibited against members of the same sex as well as against members of the opposite sex. Any scholar who experiences a sexually offensive comment or action by another scholar or adult at school or school-sponsored function is strongly encouraged to tell a parent, teacher, counselor, or principal. Parents/guardians who have reason to believe that their child has been subjected to sexual harassment should report this behavior to the principal. Scholars in violation may be removed from the extra-curricular portions of the program for a time period established between the directors and the administration. Reinstatement will be evaluated after the end of the school year.

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 scholars' 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 MISD 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 scholar 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.
- Parents/Guardians must also maintain a positive image of the band, its members and staff at all times. If there is an area of concern, parents/guardians are encouraged to speak with a director personally to maintain the image and integrity of the band program.

Due Process

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

Financial Obligations

It is the philosophy of the Manor New Tech High School Band that **no scholar** should be denied the privilege of band membership due to financial hardship. For options in meeting financial obligations, parents/guardians should contact the director. It is also the responsibility of the member and parent to communicate with the directors if there is a hardship. All scholars are still responsible for contributing to their band dues to ensure the success of the program.

Fair Share Fee

All Titan Regiment Band members will be responsible for this annual fee. The purpose of the assessment fee is to help with the various expenses that are necessary to run a quality band program but are not covered by the school district. These include but are not limited to such items as clinicians, contest entry fees, printing specialty items, general supplies, marching band design coordination, charter bus rentals, social activities, and more as voted by the Band Boosters.

Meal Fee

This fee covers all pre-game meals, specified meals at camps and some contests during the Fall Marching Season.

Assessed Fees

Fees listed below are approximate and may vary from scholar to scholar. Each scholar will receive an estimated expense sheet with their applicable expenses.

- Shoes: All marching band scholars must have the approved black shoes. No other shoe will be acceptable. Approximate cost: \$45.00.
- Show Shirt: Will be worn at all games (underneath uniform). Approximate Cost: \$24 (two shirts).
- Uniform Cleaning: All marching uniforms are professionally cleaned at the same time.
- Misc. Supplies: Including, but not limited to, various supplies such as lyres, flip folders, gloves, raincoats, water jugs etc. The costs may vary from year to year.

Equipment Fee - \$62.50/semester

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

Spring Trip

The concert bands will take a trip in the spring. *Fundraising can help individual scholars pay for these trips.* Color guard scholars are welcome to participate in the trip. Performance opportunities may or may not be available.

Fundraising

The Manor New Tech **TITAN REGIMENT** High School Band and Band Booster Club engage in fundraising activities throughout each year. The monies raised from fundraising activities will be credited to an account held by the Booster Club and is subject to all state laws. This money will be used only for the direct benefit of the band program.

Care of the Band Facilities

Refreshments – No gum, food or drinks are allowed in the building except when authorized by the directors.

Litter – All trash (paper, broken reeds/drum sticks, etc.) is to be deposited in the wastebaskets provided. Lockers are to **remain clean and organized as well.**

Vandalism – Acts of vandalism or the willful misuse of school property will be dealt with severely and appropriately. Every band member is responsible to help the directors monitor the facility and control vandalism, which includes writing or carving on walls, destroying music, or breaking school property.

Workroom – Absolutely no scholar is allowed in the workroom without permission. The copy machine is off limits without permission!!!

Practice & Ensemble Rooms – Are designed for practicing, not social gatherings.

Offices – Please knock, and if you are invited in, you may enter. Otherwise, they are off-limits to scholars. Scholars may not use director's phone without permission.

Band hall / office phone – The telephone / office phone is not available to non-band members and is not to be used for personal calls, but should be used to call parents for rides, etc. All calls will be limited to 2 minutes.

Attendance

In order to have and maintain a high-quality band program, attendance from all members is essential. While the MNTHS band follows all school and district policies and procedures, the following additional guidelines outline the attendance procedures and policies for the MNTHS band. These attendance guidelines also apply to activities held outside of the school day. Failure to participate in either rehearsals or performances may result in scholar removal from the organization at the discretion of the band directors.

Roll Check

Roll will be checked and documented promptly at the start of rehearsal.

Tardiness

Scholars not in their designated area at the appropriate time will be marked tardy. A tardy will be converted to a mark of absent 15 minutes after the rehearsal begins.

Excused Tardiness

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

Unexcused Tardiness

Scholars who have more than one unexcused tardy shall make up missed time at a time to be arranged by the director and may be subject to one of the following consequences at the discretion of the band directors:

- Loss of spot as a primary marcher
- Loss of marching privilege (for one game) at a football game
- Sit with Chaperone during game, will not perform in stands
- Requirement to stay after rehearsal or report early to next rehearsal to make up lost time
- Performances in the winter or spring are less frequent and detention may be used as a disciplinary action
- Requirement to make up 15 minutes of fundamental marching or music with his/her section leader

Absence

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

Excused Absence

Absences will be excused at the discretion of the directors. Appointments, tutorials etc. will not be an excuse for absence. Absence due to personal illness requiring medical attention, death in the family, or other extenuating circumstances (approved by director) may be considered for excused status. Scholars must bring a signed note from a parent or guardian to be considered an excused absence. Scholars who are continually ill may be required to provide a doctor's note releasing them from participation in order to ensure the well-being of the child and to reduce concerns of the band directors. Two absences (even excused) within one week, may result in loss of performance status for that week, to ensure the safety of everyone and maintain the ultimate performance quality of the group. If in doubt, an absence should be checked with a director.

Missing a "Dress Rehearsal" (the day before a performance) for any reason, may be subject to temporary loss of performance status.

Special note: Scholars have two afternoons free per week during the marching band season. These days should be used for appointments and routine professional visits. During the concert season, scholars will generally be responsible for only ONE weekly section rehearsal and group rehearsals as needed. Thus, scholars will have ample days available for tutorials and appointments.

Unexcused Absence

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

- Make up missed time.
- Loss of spot as a primary marcher.
- Loss of marching privilege for one game.
- Sit with a chaperone during game, will not perform in stands.
- Loss of attendance privilege at one game.
- Removal from the marching band and loss of physical education waiver.

Parents will be notified immediately.

Daily Supplies

The following list is what each scholar should plan to bring to the appropriate rehearsal and/or performance. Other items may be added at the discretion of the directors.

- All issued music
- Pencil
- Instrument
- All supplies relative to your instrument
- All marching related equipment (during marching season)
- Drill/dot book/lanyard/coordinate sheet/fanny pack/blue 3-ring binder
- Lyre/folder/ **BLUE** binder
- Other marching equipment as needed (could vary from year to year)

In addition, a metronome and tuner should be part of a band member's tools for home practice.

The following list for each instrument is comprised of preferred or highly recommended supplies and equipment. Any deviance from this list should be approved by a director. Private lesson teachers may make recommendations that stray from this list after consulting with a MNTHS band director.

Flutes

- Tuning and cleaning rods
- Cleaning cloth
- Key oil
- Approved type instrument (see MISD list)
- Screwdriver Set

Clarinets

- Three good playable reeds. Vandoren Blue Box, and V-12's are the approved reeds.
- Reed guard (plastic, with rubber bands to hold reed in the guard are preferred)

- Ligature (Bonade, Inverted strongly recommended)
- Proper mouthpiece with cap (Vandoren 5 RV Lyre)
- Key oil (Case Storage)
- Bore oil (Home Storage)
- Cleaning swab (silk handkerchief style, with covered weight)
- Approved type instrument (Buffet R13 preferred)
- Cork grease

Saxes /Bass Clarinet as applicable

- Three good playable reeds. Vandoren is the approved reed.
- Reed guard
- Ligature
- Proper mouthpiece (Selmer C star)
- Neck Strap (Bass Clarinet players included)
- Pad and neck saver
- Approved type instrument

Trumpet

- Valve oil (Al Cass)
- Polishing cloth
- Mouthpiece (Bach 5c) or other director approved mouthpiece
- Approved type instrument

French Horn

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

Trombone

- Slide cream
- Spray Water Bottle
- Polishing Cloth
- Mouthpiece (Bach 6 1/2 AL) or other director approved mouthpiece
- Approved type instrument (provided by district on a first come/first serve basis on instrument rental)
- BERP

Baritone/Euphonium

- Valve oil (Al Cass)
- Mouthpiece (Bach 6 1/2 AL) or other director approved mouthpiece
- Polishing cloth
- Approved type instrument (provided by school)

Tuba

- Valve/Rotary oil - (Al Cass –Sousa Valves /Holton – Concert Rotors)
- Mouthpiece (Bach 24 AW, Helleberg, or Miraphone Rose Model)
- Polishing cloth
- Approved type instrument (provided by district)

Percussion

- Snare sticks - Vic Firth SD1 General
- Xylophone mallets (Musser M-4, 213)
- Vibes/Marimba mallet (Blue Medium)
- Timpani mallets (Firth Staccato)
- Stick bag
- List of approved equipment provided by the percussion director, or any appropriate variation of the above

District-Owned Instruments

MISD will provide a limited number of instruments for scholar use. These instruments include highly expensive instruments such as the bassoon, oboe, tenor saxophone, baritone saxophone, french horn, euphonium, tuba, and general percussion equipment. This equipment is generally purchased by the school district for scholar use because of its extremely high expense. **Thus, all district owned equipment must be handled with optimum care.** Scholars failing to take proper care of their school-issued instrument may lose the privilege to use such instruments. New marching instruments must be handled with gloves at all times.

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

- Order of distribution will be done based on chair order. If possible, scholars who play large instruments and are dependent upon MISD 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.
- MISD does not provide insurance for individually owned or district-owned equipment. It is required of all scholars utilizing district-owned instruments to provide insurance coverage for the instrument that has been issued to them. Scholars will be held responsible for all district-owned instruments issued to them. This responsibility will include fire, theft, accidental damage, abuse and general maintenance not incurred through normal use.
- Scholars and parents must sign an instrument checkout agreement form before the scholar can use the instrument.
- Each instrument will be issued in good playing condition. Each issued instrument will be checked and cleaned prior to issue. Scholars 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. The scholar may be responsible to pay for any excessive repairs needed.
- All equipment and materials must be kept in their proper storage location when not in use.
- MISD will assess a fee for routine (end of year) cleaning and maintenance of district-owned instruments. This fee will be collected at the beginning of each school year, by the Titan Regiment Band Boosters, and then forwarded to MISD (this fee does not cover removal of dents or other student-responsible repairs).

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 just like personally owned instruments. Please strive to treat these instruments as if they were your own. Most district-owned instruments exceed \$2,000 in value.

Grading Guidelines

MISD 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 scholar's performance indicates the level of mastery of the instructional objectives. The scholar's mastery level of these objectives is a major factor in determining the grade for a subject or course.

Scholars 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 scholar's grade will reflect achievement in both curricular and extracurricular areas.

A band member's six-weeks grade will be determined from the following items: scholar's daily preparation and participation, individual testing, performances, and extended classroom activities such as sectionals and before/after school rehearsals. For more specific information pertaining to how a scholar's grade is determined, please consult the director.

The following list is provided to give scholars and parents examples of items that can be subject to grading. Additional assignments may be given at the discretion of the director.

- The scholar will receive a grade for each before or after school sectional and rehearsal during a grading period.
- The scholar will be on task and focused during all rehearsals.
- The scholar will have instrument, music, pencil, and supplies.
- The scholar will be prepared to play his/her part successfully.
- The scholar will mark music and take notes as needed.
- The scholar will be expected to improve individual music skills.
- The scholar's individual skill development will be evaluated through recorded music tests, individual playing tests, scale tests, and/or written tests.
- The scholar will be evaluated on improvement of ensemble skills during daily rehearsals.
- The scholar will be expected to improve his/her performance fundamentals.
- The scholar will be evaluated for improvement of his/her music fundamentals through daily observation during the "basics" part of each rehearsal and during sectionals.

- The scholar will be expected to demonstrate correct posture, hand position, embouchure, air production, and articulation as monitored during rehearsals.
- The scholar will be expected to develop a historical knowledge of the literature relative to their respective instrument.
- The scholar will receive a grade for each performance, whether football games or concerts, during a grading period.

Eligibility

All MISD Bands adhere to the eligibility rules and regulations as stated by TEA and MISD. Some band activities are designated as extra-curricular. Scholars participating in these activities are governed by eligibility requirements. A scholar 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 scholar 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 scholars are not suspended from practice or rehearsal of extra-curricular activities. The scholar is not suspended from participation during the period in which school is recessed for the summer or any other vacation time.

Scholars may regain eligibility under certain circumstances. If a scholar has been suspended as a result of failing, he/she may regain eligibility by passing ALL courses in the third week of the affected grading period. Reinstatement of eligibility would occur seven days after the three-week progress report period (see TEA/UIIL Side by Side).

Activities that are considered curricular components of any course are not affected by the eligibility law. Examples of these activities are all rehearsals and performances that take place as a regular extension of classroom instruction. Any performance that is competitive in nature or for which admission is charged is deemed extra-curricular.

Travel Guidelines

The band will frequently travel on either school buses or commercial buses. **Scholar conduct is expected to be at the highest level on any trip.**

Scholars must travel to events and return from events on the bus. Any scholar 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.

Scholars **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 scholars will:

- Remain seated at all times.
- Sit properly in a forward position.
- Keep the bus clear of food, drinks, and debris (At times it may be necessary to eat a pre-game dinner on the bus. Every effort should be made to keep your area clean.).
- Keep all body parts inside the bus.
- Use only approved type/headset radios (no boomboxes).
- Remain silent when addressed by person in charge on the bus.
- Refrain from loud, boisterous talking, singing, screaming, whistling, inappropriate jokes, etc.
- **No public displays of affection.**
- Remain silent from the time you step onto the bus until otherwise instructed

Special Note:

Scholars are reminded that all performances start and conclude at the band hall. As a member of the band, **you are a representative of your school.** Always be on your best behavior. If you are in doubt about an action, do not do it! Your conduct at all times should be considered a good reflection on the school, the band, your home, yourself, and the community.

Chaperones

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

Spring Trip

The band will take an out-of-state trip every other year. Examples of previous trips include New York and Florida. In years when the band is not going out-of-state, they may travel to an in-state festival such as Dallas, San Antonio, Houston, or Corpus Christi. *Fundraising can help individual scholars pay for these trips.*

Concert Ensembles

Wind Ensemble — 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, UIL Marching Contest, UIL Solo and Ensemble Contest, and UIL Concert and Sight-reading Evaluation. Members of this group will have a one-hour section rehearsal and an assigned hearing time outside of the school day. The Wind Ensemble will give numerous performances both on and off campus. In UIL activities, this group will be designated the “Varsity” band.

Symphonic and Jazz Bands — selection into either of these groups is by audition. These groups, at varying levels, will participate in UIL Marching Contest, UIL Solo and Ensemble Contest, and UIL Concert and Sight-reading Evaluation. Members of the Symphonic Band will participate in the TMEA Region Band process. Members in these groups will have a one-hour section rehearsal and may have an assigned hearing time outside of the school. These groups will give a variety of performances. In UIL activities, the Symphonic Band will be designated as the “Non-Varsity” band. The Jazz Band will have additional performance and contest opportunities. In order to be considered for Jazz Band, all band members must participate in the Wind Ensemble or Symphonic Band as a prerequisite.

Scholars in the band program will be placed in a concert ensemble by audition, as well as observation throughout the year. *The second semester placement will include the progress of scholars in the Hearing Time process.*

Auditions

All scholars are required to audition for select performance ensembles. The Head Band Director determines audition requirements, and directors will notify scholars of audition dates, requirements, and results. Directors will serve as an evaluator during auditions. Audition material will reflect the director's anticipated performance level for the scholars and will be based on prior learning, and auditions may be live or taped at the director's discretion. Scholars will be re-evaluated periodically for participation in select performance ensembles.

Performance/Rehearsal Requirements for Concert Ensembles

Each of the concert ensembles will perform at various times throughout the school year. Scholars are expected to participate in the performances of their assigned ensemble. Failure to participate in either rehearsals or performances may result in removal from the organization at the discretion of the band directors (see general attendance policies). Proper communication with parents, teachers, and administrators will go out in advance.

Performances of the concert ensembles will include but are not limited to the following:

- Fall Concert (Marching Band Concert)
- Winter Concert
- Spring Concert
- Band Festivals/Pre UIL Contest
- UIL Contest
- Spring Trip Festival
- Samsung Christmas performances
- Middle School Recruiting
- Others as needed

Concerts/Performances

Concerts and performances are an integral component of the band curriculum. Scholars should consult their schedules for dates and times. Periodically, the schedule may change, and updates will be communicated. Concerts are considered to have three parts: warm-up, performance, and listening. The concert begins for the scholar at the warm-up. Punctuality is essential. A concert concludes when the last group performs, and directors have given permission for scholars to be dismissed. A general report time will be given for all scholars. . Parents are expected to attend all performances to show support for their child and see and hear the many great things we are achieving. Nothing is worse to a performer when there are empty seats at a performance.

- All concerts are a group effort; thus, attendance is required.
- All concerts are an extension of the classroom and will be graded accordingly.
- Students should be punctual and prepared for each performance/concert.
- In the event a performance causes a student to miss another class, the student is responsible to make up all missed work.

- The appropriate dress for all concerts will be a dress uniform (see Uniforms pg. 25).
- Scholars are expected to stay for the entire concert.
- Scholars are expected to help move equipment and “stack-n-rack” chairs and stands when needed.

Section Rehearsals/Master Classes

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

During football season, scholars will have a weekly Master Class for the fundamentals of instrument technique and region music preparation. These Master Classes may be taught by a professional on the specific instrument, such as a private lesson teacher, or by a band director. Master Classes will begin in August and continue through Region Band Auditions. These are separate from all other rehearsals.

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

Private Lesson Program

This is a district wide program that provides a high-quality enhancement to classroom instruction. Private Lesson Teachers are all specialists on their instruments. Most of our lesson teachers are professional musicians in the Austin area, have advanced degrees in the performance of their instruments, or are current university students on their respected instruments. Lessons are extremely valuable to the individual scholar and are highly encouraged.

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

Marching Band

Background Information

Manor ISD has enjoyed a growing reputation for excellence in music performance, including marching band, for several years. The marching band is the most visible aspect of the band program. The marching band provides performance opportunities for band scholars while integrating the band program into school and community activities.

Marching Band Participation

As an integral part of the band program, Manor ISD's philosophy is that educationally, historically, and musically, marching band is an ***essential ingredient*** in a well-rounded music education. MISD believes that music scholars need to develop the ability to participate and perform in different ensemble experiences which, for band members, includes the marching band. As a result, marching band is required for all high school scholars who elect to take an academic band performance course. However, scholars who have medical complications or physical disabilities may be excused from participation at the discretion of the head band director. Philosophy regarding all aspects of high school band stems from TEA/UIIL guidelines which govern all Texas schools.

Physical Education Requirement Waived

As an artistic endeavor, each rehearsal and performance by the marching band is mentally and physically demanding. For the full marching band performance, scholars are always on task and must bring to the experience their best performance skills. As a result, each member in the marching band is eligible to receive a physical education substitution credit (maximum 1 credit) in accordance with TEA guidelines. (awaiting approval on this!)

Marching Band - an Integral Component of State Curriculum Requirements

The music and performance skills and techniques, along with the associated academic skills in the band program, are derived from implementation of the expectations found in the Texas Essential Knowledge and Skills (TEKS). The curriculum specifically includes requirements such as demonstrating musical skills and artistry, performing in different musical mediums, and experiencing music through a wider range of music literature, which are addressed through the marching band. Each performance by the marching band provides scholars the opportunity to demonstrate musical artistry through the ensemble, individual music performance skills and techniques, marching performance skills and techniques, and critical thinking skills that include auditory, spatial, and visual awareness.

High Academic Standards Maintained by Scholars

The opportunity for weekly performance is a motivating factor for academic achievement for marching band members, since only by maintaining their eligibility can they continue to perform. As a result, the directors have documented the fact that the least number of ineligible band scholars during the year occurs during the marching season.

Grading

Since marching band is a part of the academic band course and therefore part of the graded curriculum, scholars in marching band are responsible for assimilating the academic aspects of the band elective as found in the Texas Essential Knowledge and Skills (TEKS). Attendance at rehearsals and performances is **mandatory** and will be integrated into the student's grade for band in accordance with TEA/UII guidelines.

Practice Time Limits

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

Rehearsal and Performance Schedules

Rehearsal and performance schedules are determined by each band staff and are published on the band's web site through Charms.

Instruments

Marching band members who play an instrument that MISD does not provide must personally provide, march and perform with the same instrument they use in band or a second instrument of the same type that is approved by the Head Band Director. It is strongly encouraged and recommended that scholars have their own flute, clarinet, alto sax, trumpet and trombone as MISD has a very limited supply on hand. Owning an instrument is the best investment one can make as a member in a band program. We have vendors that frequent our school so scholars can purchase or rent their own instrument. Please see a director for more information.

Scholars are responsible for all maintenance on their instrument, whether it is a district-owned or personally owned instrument. All brass players **MUST** wear gloves at **ALL TIMES** when handling their instrument.

Marching Band Positions

Primary Marchers

Scholars who earn a position in the marching band will carry the designation of primary marcher. A primary marcher is a scholar who:

- Successfully completes the audition requirements by the appropriate time.
- Demonstrates high quality marching skills
- Is punctual in report times
- Is present at rehearsals and performances
- Maintains academic eligibility

- Represents the school, school district, band program and themselves with the highest possible decorum and behavioral standards

Special Note: Scholars who fail to meet the music memorization requirement may be penalized by one of the following: a) loss of position as a primary marcher, b) loss of performance opportunity, or c) performance as a marcher only.

Alternates/Shadow/Aces

The band directors will keep the number of alternates to a minimum; however, they are a necessary and vital aspect of our program due to the UIL “No Pass/No Play” rules and to prepare for possible substitutions due to injury, sustained illness, etc. Alternates will meet the same attendance, rehearsal, memorization, academic, and performance requirements of primary marchers. Specific drill may be written and music may be edited for those scholars who are not yet able to achieve the physical and musical demands required of primary marchers. This will help improve their individual skill level and will prepare them for future performance opportunities. As a band staff, we are committed to providing performance opportunities for all band members. However, the level of performance participation may be limited by eligibility and individual performance ability.

There are many ingredients that are vital to a successful marching program and no one part is more valuable than any other. Examples of ways that scholars can contribute to the performance are: Marching Winds, Marching Percussion, Pit Percussion, Color Guard, Stage Crew, Pit Crew, and Tech Crew.

Marching Band Rehearsals

- Respect everyone on the marching band field - we are all working toward the same goal.
- Prior to all rehearsals, eat healthy and drink a lot of water.
- Be punctual. Aim to arrive 15 minutes before practice begins.
- Water breaks are meant for your health and comfort. DRINK WATER!!! Return on time after the whistle.
- During all rehearsals, scholars will be silent when receiving instruction. At MNTHS, when on the field, we are silent to maximize learning.
- Standing is the only acceptable position on the marching band field unless instructed otherwise (ex: when a director tells you to kneel while he gives instructions).
- At various times in a rehearsal, you may be asked to count vocally, sing, clap, or some other non-musical method of rehearsal. Your 100% participation is expected.
- Pay attention to general instructions at all times. Listen attentively and respond appropriately.
- FUN-damentals will make us successful. Therefore, we expect everyone to participate fully.
- Band members should wear their fanny pack during all marching rehearsals. The fanny pack should contain coordinate sheets for each movement, a pencil, chapstick, and sunscreen. Other items may be contained in the fanny pack as needed and as approved by the leadership.
- Move when instructed quickly and quietly (ex: moving from set to set or after a discussion with a leader).
- “Set”, or “Attention” is eyes forward, no talking, no moving.
- When setting forms, keep your feet together, toes apart, and mouth closed.
- Remain at set or attention until you are told to relax.
- “Relax” means silently standing in the ready position.
- When adjusting the forms, use your coordinate books at all times unless instructed otherwise.
- To keep your spot on the marching field, meet all music memorization deadlines.
- No jewelry during rehearsals except watches.

Marching Band Performances

The primary performances of the marching band will be at the football games. The marching band will also perform at various competitive marching festivals and UIL Marching Contests, as well as possible local and national parades.

Manor ISD Marching Band Performance Guideline

The band directors in Manor ISD recognize that the health and safety of their scholars is a primary concern, as well as their scholastic performance in all of their subjects. The band directors also acknowledge that the season for marching band competitive performances is contained within a brief but intense period of time during the months of September through November. Additionally, MISD recognizes the intrinsic value gained by the scholars from the pursuit of excellence in these programs.

After lengthy study of current practices of state and national marching band programs and to provide a balance of the above beliefs, MISD Marching Bands will participate in competitive/festival performances for no more than five consecutive weeks during a marching season. This guideline refers to competitive/festival performances involving the entire marching band and does not include performances at football games.

Performance Procedures

- **Report Time:** This will be the designated time at which all members should be at the high school or set location. Scholars should have all attire and necessary items for the designated performance prior to the report time.
- **Load Time:** This will be the designated time at which all members should be on the appropriate bus with all equipment loaded. All equipment will be checked by the section leaders. Scholars without appropriate equipment will be sent home and an unexcused absence recorded.
- **Return Time:** This will be the approximate time of return to the band hall.

What to bring:

- Garment Bag
- Black Shoes
- Black Socks
- Water Bottle
- Flip Folder
- Lyre (if necessary)
- Instrument with accessories
- Band Shirt
- Rain Coat
- Uniform Apparel
- Proper undergarments
- Hair Accessories (Hair spray, gel, bobby pins)

Pre-performance Practice:

- Wear black shoes, black socks, band shirt

- No fingernail polish
- No jewelry
- Bring all equipment (weather permitting): that means everything (drums, uniforms, etc.)

*A note about cell phones and other Personal Electronic Devices: Scholars are welcome to have these at performance activities. However, they **will not be used in the stands at all**. Their use is helpful in emergency situations or when an arrival time may need to be changed. **Phones will not be used in rehearsals for any reason!!** Parents, please respect our rehearsal time and class time and refrain from contacting your child during school/rehearsal hours. Security of electronic devices will be your responsibility.

Music Inspection

Music inspection will occur before all football games and marching band performances that will utilize music which is not part of the field/competition show. Students will be asked to display music, lyre (if appropriate), and flip folder. Students who do not pass music inspection may not be allowed to perform.

Uniform Inspection

Prior to departure for a marching band performance, band members must pass a uniform inspection. In order to board the bus, scholars must have complete uniform, raincoat/poncho, music, flip folder, and other components for the marching performance. Members who do not pass the uniform inspection may not be allowed to attend the event. Scholars not meeting uniform, music, and loading guidelines will be subject to disciplinary consequences.

Football Game Procedures

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

- Scholars will remain on campus after school on game days for a brief rehearsal and then for food provided by the boosters. This is in consideration of time, organization, and safety. Please do not ask for exceptions to this.
- Scholars will arrive at the designated report time.
- Scholars will load and be prepared to travel at the designated load time.
- Scholars will load the buses with all equipment needed for the performance. The section leaders will inspect all scholars boarding buses prior to departure. Scholars not meeting uniform, music, and loading guidelines may be sent home and not allowed to participate. Scholars will receive an unexcused absence for such occurrences.
- Upon arrival at the performance area, scholars will don all uniform components and prepare equipment for unloading. Scholars will unload buses when instructed to do so by a chaperone or director. Exit the bus in proper uniform as instructed by the directors, carrying all necessary equipment in garment bag unless instructed otherwise.
- Instruments that arrived via equipment truck/trailer will be picked up at the designated area when instructed. All cases must be put back in original location with latches closed.
- Scholars will report to the entrance formation for final inspection. Upon instruction from a Drum Major or director, scholars will march into the stadium accompanied by a drum cadence or taps.
- Upon arrival to the seating area, scholars will remain standing until all band members have arrived and are prepared to be seated. Scholars will sit when instructed by a Drum Major or director. Scholars will sit in assigned seat and section. **Scholars will remain in that seat and section at all times.** Any movement in the bleachers adds risk to the safety of band members and their instruments.

- Water will be provided by the band boosters after the halftime performance. Scholars may bring their band water jug into the stands with them. **No other food or drink will be allowed in the stands during the game.** Scholars will refrain from accepting food or drinks from parents, relatives, or friends. Parents: please do not offer refreshments to your children. The jealousy and envy that this creates can be very divisive to our band family.
- Restroom breaks may be granted by a director, chaperone, or selected band leader. Every effort will be made to accommodate needs without jeopardizing the integrity of the section. Restroom breaks will not be granted in the second quarter of a football game.
- Scholars will be expected to listen for and watch the directors and drum majors during the game. Scholars will need to be prepared to perform **at all times and at a moment's notice.**
- **Scholars will refrain from playing their instruments on an individual basis.** The band will perform as a group or with approved small ensembles. While playing, always pay attention to the director/drum major.
- At the appropriate time, the band will be dismissed from the stands for the half-time performance. At this time, the band must move quickly, quietly, and efficiently to the appropriate area. Scholars will need to be focused on the directors' and Drum Majors' instructions.
- Scholars will stand at attention in a block and watch and listen to the opposing school's band performance. Scholars will clap and cheer appropriately and demonstrate the highest standards of our program and our school.
- At the conclusion of the half-time performance, scholars will return to the stands and continue in the stand performance throughout the remainder of the game.
- During the 3rd quarter, we will participate in the good sportsmanship procedures of officer meetings and introductions. The band president will create a schedule of band leaders (only 5 per week) who will participate in this event each week.
- At the conclusion of the game, scholars will load buses quickly and efficiently.
- Upon return to the band hall, scholars will ensure that all personal items, uniforms and instruments are placed in the proper storage areas.
- At the conclusion of each engagement, there may be a brief meeting before dismissal.

Tote Bags

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

hair spray	bobby pins	hair clips
deodorant	Kleenex	make-up (in zip-loc bag)
towel (in zip-loc bag)	uniform parts (i.e. gloves)	electrical tape
wind suit (when applicable)		feminine products

Practice

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

Instrument Loading/Unloading

Large instruments will be transported on the band trailer/instrument trucks. All others (flutes & clarinets) will transport their instruments on the bus. Scholars will be responsible for ensuring that their instrument or empty case is in the proper location. After the instrument truck/band trailer has been unloaded, each scholar will be responsible for picking up their instrument and storing it correctly. Scholars who display difficulty in following the loading and unloading procedures may lose the privilege of utilizing the instrument truck.

Loading Procedures

The VP of Logistics will designate the appropriate area for all instruments. Scholars should ensure that their instrument is in the proper place. Cases should be latched and secure. Instruments in the wrong area may be overlooked and not loaded.

Unloading Procedures

The VP of Logistics will designate the unloading area. Scholars should uncase their instrument and leave cases in the appropriate area. Unloading should be done in a timely and efficient manner.

Health and Safety of Band Scholars

The health and safety of our scholar is our first priority. Every effort will be made to keep our scholars out of harm's way at all times.

Extreme Weather Conditions - Lightning

A lightning detector is used at rehearsals, games, and contests to determine our activities. We, like the athletic teams, make it a practice to go inside when lightning occurs multiple times in a small amount of time within 8 miles of our location. Discretion is used to determine immediate threat, as we take lightning and the safety of our scholars very seriously.

Rain

Under rainy conditions, the band may still rehearse and/or perform at the discretion of the band staff.

Heat/Hydration

We stress to band members the importance of hydration at all times, and especially in periods of extreme heat. During extreme heat conditions, we decrease the amount of time between water breaks and/or increase the amount of time used for the break. The weather conditions as well as the physical and mental conditions of our scholars are monitored continually, and adjustments are made to accommodate whenever necessary.

It is very important that every scholar bring and use their own personal water jug/bottle. Sharing water (and food) leads to the spreading of germs that cause viruses such as cold, flu, mononucleosis, and Hepatitis B as well as many other bacterial infections. Sharing water is not acceptable.

Nutrition

It is important for all scholars to eat healthy and well-balanced meals every day. During summer band camp, scholars need to eat a healthy breakfast every morning. Stay away from milk and greasy foods.

Scholars will be fed a health-conscious lunch provided by the boosters during summer camp.

Drink plenty of water!

As the new school year begins, scholars should continue their healthy diet throughout the day. Continue to eat a healthy breakfast every morning. Eat a healthy lunch. Stay away from greasy foods such as pizza, chips, and candy during the school day. Lunch from any vending machines is not appropriate.

Scholars should continue to drink plenty of water throughout the day to stay well-hydrated for afternoon rehearsals. **Eating healthy meals and drinking plenty of water is essential so band members can remain in good health.**

Uniform Guidelines

GENERAL

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

- Marching Band uniforms will be issued during summer band camp. Band uniforms will be stored at school in the uniform storage area.
- Scholars will be held financially responsible for the uniform(s) and all components.
- Scholars will select and purchase their own **Dress Black** attire for concert season. **DRESS BLACK** – formal black attire: Black dress shirt, black slacks (no wrinkles) black socks, black shoes. Men: black ties. Blue ties may be assigned and distributed. Ladies: black dress or skirt **BELOW** the knees. Shoulders covered by a black blouse or jacket / sweater. It is highly encouraged that all young men and ladies wear black shirts and slacks especially those sitting in the front row. . If you have a question about your outfit, bring it to the attention of the Band Director a week in advance prior to a performance.

ISSUE AND RETURN

- Scholars will pick up marching uniforms from the storage room or Z rack at least 15 minutes prior to report time for any event.
- Scholars should follow the posted pick up/return guidelines. Scholars who do not follow these guidelines will be sent to the end of the pick-up/return line.
- Scholars will be issued a uniform storage number. This number should be memorized or recorded in a readily accessible location. Scholars will use this number to pick up their uniform from the storage room.
- Scholars not properly hanging the uniform will receive a community service assignment.

DONNING THE UNIFORM

- Always wear and treat your uniform **with pride!** The uniform should be worn as a complete unit at all times when in public. The only exception to this will be when a director instructs you that you may remove your shako or jacket. Shakos must always be worn correctly while on your head. Loading crews may be exempt from wearing the uniform during loading/unloading procedures. **Do not run while in uniform! Do not curse or act unprofessionally in uniform!**
- Band members should always travel (walk/march) together from location to location in groups, so as not to “break rank.” Never allow non-band members to cut through the band. Kindly address them to wait until the band passes through.
- The band t-shirt (official “show shirt”) or designated dry-fit shirt is to be worn under your uniform. The band shirt will be part of pre-performance inspections.
- You must wear approved black band shoes and black socks (student purchases).
- Jewelry, hair ribbons, and bright colored nail polish etc. are unacceptable while in uniform. These items hinder the uniform appearance of the band.
- All Students, male and female, will have a natural hair color, such as blonde, brunette, auburn, black, or “natural” red, for both **marching and concert performances**. This is to insure a uniformed look and to not draw undue attention to any one individual. Any hair color that meets the school dress code is acceptable on a daily basis.
- Band members with long hair will need to put it up under their hat during performances. Hair must not touch the collar of the jacket and must be above the top of the ear or pulled behind it. No visible hair on forehead.
- No consumption of food and drinks (other than H2O) while in uniform without permission.

ALTERATIONS and CARE

The MNTHS Band Boosters will work together or hire tailors to perform the initial uniform alterations. In the unusual circumstance that you are asked to alter your own uniform, never cut any material from the band uniform. Hem your pants so that the crease does not "break" when you are standing straight up with your band shoes on. The pant leg should come to the top of the band shoe. An elastic stirrup should be added to the hem of the pant to keep the pant down on the top of the shoe.

- Keep the collar hooked and the jacket zipped while hanging to retain the shape of the coat.
- Always hang the pants by the crease, careful to avoid wrinkles, and lock the dowel into the metal catch to keep the pants secure.
- Label your uniform garment bag.

UNIFORM COSTS

If a uniform part is damaged or lost, the student will be responsible for the replacement costs. All marching uniforms are professionally cleaned at the same time to prevent unequal discoloration and fading. The costs for cleaning are collected from each student in advance (see Financials. pg. 7).

Band Leadership

The high school band programs in Manor ISD provide many opportunities for scholars to develop their leadership skills with a variety of offerings. Scholars can audition and/or apply for both selected and elected officer positions. In this manner, scholars can not only serve their band program but also refine skills that they will be able to use in other school organizations, as well as in their future careers. Audition criteria is selected at the discretion of the directors and is communicated to the scholars. The directors evaluate all selected officer candidates based on their performance both during the audition and during their performance during the current school year. Being a leader is a YEAR LONG commitment and does not conclude at the end of marching season. Leaders will be responsible for maintaining their section as well as other duties throughout the year.

Scholar leaders are held to higher standards of performance and behavior than a general band scholar. They are expected to be positive role models for all band members at all times. Please see Conduct Expectation #1 pertaining to general conduct of scholars as well as scholar leadership positions.

Marching Band Scholar Leadership Positions

Drum Major(s)

The Drum Major(s) will be the field commander(s) and conductor(s) for the marching ensemble. A Drum Major will serve the marching season for which he/she is selected. In the event that an underclassman is selected as Drum Major, he/she must reenter the selection process the next school year. Drum Majors will be selected through an audition process. Specific elements of the drum major audition process may vary from year to year at the discretion of the directors.

Section Leaders

Section leaders will be responsible for efficient operations of their sections. They will complete weekly inspections, maintain field discipline, provide instruction, serve as positive role models, and assist the drum majors as needed. They will be selected through the first portion of the Drum Major audition process.

Band Council

All band scholars are eligible to apply/audition for Band council positions. The specific requirements for positions may vary according to the responsibilities of the office. The band council shall serve as an

advisory/action body for numerous band functions. The council shall assist the band directors and band members in planning, preparing, and executing various band functions. Scholar leadership positions range from service areas to executive areas and may change annually. Examples of scholar leadership positions are President, Vice-President, Secretary, Historian, and Social Officers. These offices may change in name and duties from year to year. Candidates for these offices are screened through an audition process.

Band Banquet

A band banquet is held each spring near the end of the school year. This special evening brings the band together one last time to review the year and to wish the seniors a fond farewell. The location may vary from year to year, but it will usually be held at a banquet room in the area and is considered a formal evening. Tickets are sold to cover the cost of the dinner, decorations, DJ, etc. This event is entirely planned by the scholar leaders.

Band Boosters

The Titan Regiment Band Boosters exist to assist the band directors in reaching the band program goals. The boosters will set up a time to meet every month. The meetings are open to the public and begin at 7:00 p.m. Support activities provided by the boosters include serving meals to students before games, providing chaperones for trips, providing chaperones for social events, financing of social events, providing parents to assist in various aspects of the marching band production, and numerous other activities. There is a place for every parent in this organization. **Your service is not only encouraged, but also needed.** For more information, please visit our website at www.titanregiment.org and look for the various contact numbers.

Letter Jackets

The MNTHS Band Letter is first a recognition of “*Significant Service and Dedication*” to the Titan Regiment Band Program, manifested by hours upon hours of practice, patience, and perseverance as well as sacrificial giving of time and energy for the good of fellow bandmates, the directors, and the band as a whole.

Therefore, every scholar who has been eligible to perform in four UIL Band Events (UIL Marching Contests and UIL Concert & Sight-reading Contests) will have earned the Letter, paid for by the MNTHS Boosters, and will be given the privilege of purchasing a jacket and patches during the following semester, provided they are currently enrolled in the band program. As an example: junior band members who have been eligible to perform for the UIL Marching Contest for two seasons (9th & 10th grades) and for the UIL Concert & Sight-reading Contest for two seasons (9th & 10th grades) will be awarded a Letter and will have the option of purchasing a jacket during the fall semester of their Junior year. Performance level has no bearing on this award. However, the scholars must be eligible to contribute to the performance, even if their specific band (Silver Band, for instance) was not given the opportunity to perform.

The MNTHS Band Letter Jacket is secondly a recognition of “*Outstanding Individual Performance*” and may be earned early if a student qualifies for and performs with one of the Texas All-State Ensembles, or if the scholar qualifies for the 3A Area Level Auditions during both the 9th grade and 10th grade years. Additionally, a scholar who, in a given year, qualifies for the TMEA 3A Area Audition and earns a First Division at the UIL State Solo Contest (this does not apply to ensembles) in the same year, will qualify for a Letter Jacket, awarded by the boosters. A scholar who meets either of the criteria for “*Outstanding Individual Performance*” will be awarded both the letter and the jacket at the expense of the MNTHS Band Boosters.

Lastly, in the event that a senior band member has not yet earned a Letter, he/she will be awarded one from the MNTHS Boosters and will be welcome to purchase the jacket during the Fall Semester of the senior year, in recognition of their four-year membership in the Titan Regiment Band Program. This policy is intended to be as inclusive as possible, recognizing commitment and contribution to the band program, while also providing an incentive to those scholars who go beyond the “extra mile” in their individual pursuit of excellence.

Region Band/Orchestra Guidelines

All Wind Ensemble members are expected to audition for All-Region Band. All other band members are encouraged to audition as well.

Auditioning for the All-Region Band (an elite group) is a privilege and deserves one’s best effort and preparation. Scholars will be graded on their preparation and performance of all or part of the All-Region Music, regardless of their participation in the auditions.

Scholars who are selected are expected to attend all rehearsals and performances pertaining to this event. **This is a TMEA Regional Event, and a distinct honor and privilege.** Attendance (if selected) should take precedence over all other extra-curricular activities.

It is a huge honor to be selected to the All-Region Band, which leads to All-State Band! Hundreds of students throughout the region will audition, and hopefully advance to state. Even if you are not selected, the experience you receive by preparing will enhance your musical ability and education! It also looks very good on transcripts and applications to college and can earn you more money in scholarships!

Solo and Ensemble

In some years, band members may be required to prepare and perform in an ensemble. All band members, every year, will prepare and perform a solo unless excused by the band director. Some circumstances may require alternate arrangements for individual scholars. These arrangements will be made under the guidance of the band director.

Grades will be issued for preparation and participation in the Solo and Ensemble process. Scholars must use an approved accompanist. The accompanist fee is set by the band director each year. Some accompaniments are more difficult than others and may require an additional amount.

Percussion Ensemble Concert

This is a concert (or concerts) held in the fall and spring featuring MNTHS percussionists and possibly percussionists from feeder middle school(s). The scholars perform music that they have learned for Solo & Ensemble Contest as well as competition pieces for the Percussive Arts Society (PAS) International Ensemble Competition or other invitational percussion festivals. PAS is an international organization that serves the world of percussion performance and education. Membership in this organization is inexpensive and is encouraged for every percussion student at MNTHS.

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 scholars and parents, directory information for scholars, 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.

CHARMS

How to access parent information

BAND * ORCHESTRA * CHOIR

- Log on to www.charmsoffice.com
- Locate the “PARENT/STUDENT LOGIN” section of the web page.
- Login to your child’s program account using the following login:

 MNTHSBAND

- This will bring up the main parent page. This will allow you to look at your child’s program’s **public calendar, event list, handouts and other files**.
- Clicking on an event on the calendar brings up the details for that event, such as times, attendance requirements and equipment/uniform necessities. Clicking on “event list” puts all of the calendar information in a list form for easy printing.
- When you enter your child’s ID NUMBER, _____ another more detailed screen appears with even more options to view your student’s uniform assignments, music assignments, financial records, forms and inventory. Enter your child’s ID FIRST – then you may create your own, unique password by clicking on the “**keys icon**”
- Two areas in which you can help the director maintain his/her records:

Scholar information form – if the director has allowed it, you may help make changes to your child’s **student information page** (such as updating phone numbers and email addresses if they change) to help the teacher communicate with you more effectively.

Credit card payments for fees, trips and deposits to your student’s account.

- Most importantly, the parent page assists both you and the teacher to communicate with each other.
- You will also see links to **enter Practice Logs, view Grades**, and use the **Recording Studio** if the teacher has enabled these options.



Signature Page

Please return this page to your band director.

I received, reviewed, and understand the policies and guidelines in the Manor New Tech High School Band Handbook. I agree to abide by the procedures set forth.

Scholar Name: (print) _____

Scholar Signature _____ Date _____

Grade _____

Class Period _____

I received and reviewed the 2019 - 2020 Manor New Tech Band Handbook.

Parent/Guardian Name (print) _____

Parent/Guardian Signature _____ Date _____

PARENT/SCHOLAR MARCHING BAND UIL ACKNOWLEDGEMENT FORM

No scholar may be required to attend practice for marching band for more than eight hours of rehearsal outside the academic school day per calendar week (Sunday through Saturday). This provision applies to scholars in all components of the marching band.

On performance days (football games, competitions and other public performances) bands may hold up to one additional hour of warm-up and practice beyond the scheduled warm-up time at the performance site. Multiple performances on the same day do not allow for additional practice and/or warm-up time.

Examples of activities subject to the UIL Marching Band Eight Hour Rule:

- Marching Band Rehearsal (both full band and components)
- Any Marching Band Group Instructional Activity
- Breaks
- Announcements
- Debriefing and Viewing Marching Band Videos
- Playing of Marching Band music
- Marching Band Sectionals (both director and student led)
- Clinics for the Marching Band or any of its components.

The following activities are not included in the eight-hour time allotment:

- Travel time to and from rehearsals and/or performances
- Rehearsal set-up time
- Pep rallies, parades and other public performances
- Instruction and Practice for individual activities such as All-Region/Area/State try-outs and Solo-Ensemble preparation

NOTE: An extensive Q&A for the Eight Hour Rule for Marching Band can be found on the Music Page of the UIL Web Site at: www.uil.utexas.edu

“We have read and understand the Eight-Hour Rule for Marching Band as stated above. We agree to abide by these regulations and understand our responsibility to report any violations to the school authorities”

Scholar Name (print) _____

Scholar Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

---Manor ISD Travel and Medication Authorization Form---

---Manor New Tech High School TITAN REGIMENT---

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 update the information as needed.

Scholar Name: _____

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

Allergies* (Drug, Food, Other): _____

Medical Conditions* (Asthma, Contacts etc.): _____

*Please enter "NONE" if your student has no known allergies or medical conditions.

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 hereby give my consent to MISD staff to administer the non-prescription medications to my student as initialed below:

(Please initial next to 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 MISD staff administer the 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 and/or added at the time of travel if necessary. Additional forms may be attached as needed. Medications will be administered according to the physician's instructions on the original container.

Parent/Guardian Name (Print): _____

Phone (Cell): _____ **(Work):** _____

Additional Emergency Contact Name (Print): _____

Phone (Cell): _____ **(Work):** _____

Parent/Guardian Signature: _____ **Date** _____

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.