

# *DESOTO HIGH SCHOOL EAGLE BAND*



**STUDENT / PARENT HANDBOOK**

# DESOTO HIGH SCHOOL EAGLE BAND

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# WELCOME TO THE DESOTO EAGLE BAND !

On behalf of the DeSoto High School Band, we extend a warm welcome to all DHS Band Members! We want parents to be actively involved with the Eagle Band and Booster Club by attending monthly meetings, volunteering, helping with all band fundraising events, and assisting with color guard/majorette performances.

We are excited about your participation in the DHS award winning DeSoto Eagle Band. This document is to provide you the rules, regulations, and policies of the DeSoto High School Band Program. The directors reserve the right to edit, enhance, or change items in this handbook as required for the benefit of the entire organization.

Since we receive this question often, band is a year-long class and organization that revolves around recognizing and improving the individual student and the TEAM. During the year, we rehearse and perform in the marching band, practice and audition for region band, perform multiple concerts including the Holiday Concert, Spring Concert, and Percussion Concert, practice and prepare for Solo & Ensemble, and participate in many school related pep rallies and events. We will also attend numerous festivals (during marching season and concert season) and will always take a fun, exciting Spring Trip! If you are ready to join the largest organization on the DHS campus that has the largest social network, we are looking forward to working with you!

Facts about music programs:

- ➡ The college entrance examination board found that students involved in public school music programs scored 107 points higher on the SAT.
- ➡ Music programs assist in building a child's confidence and self – discipline.
- ➡ It has been proven that early music training dramatically enhances abstract reasoning skills.
- ➡ Students that have participated in fine arts were reported to have the lowest usage, both current and for life, of substances such as drugs, alcohol and tobacco.
- ➡ Music enhances higher brain functions required for math, science, and engineering.
- ➡ Music programs introduce children into a social environment where they can feel safe.
- ➡ There are many more facts that can fill this entire document! Feel free to log on to [www.MusicForAll.org](http://www.MusicForAll.org) and navigate to the “Resource” tab.

# WELCOME FROM THE DIRECTORS

The DeSoto High School Band is blessed with an amazing group of students and parents. As we grow our program, the successes we will achieve over the years are directly attributed to the complete effort by the school administration, students, and parents.

What characterizes us, sets us apart, and provides an environment of growth and development as musicians and as individuals? We believe that the success and growth of our program will hinge on three elements: **purpose**, **unity** and **focus**.

Our **purpose** is to provide our students with the most positive and supportive environment for which they can develop their musical skill and to provide many educational opportunities for them to witness and experience. This will provide each student with the tools to be a life-long learner and connoisseur of the musical and visual arts.

We believe that as members of the Eagle Band, **unity** will make us stronger and enable us to achieve heights beyond our own expectations. We truly know that T.E.A.M. means Together Everyone Achieves More! As a team, we will learn together, improve together, grow as individuals, and grow as a band program.

Our students will develop the ability to **focus** on a goal or task so they can complete it with excellence. We believe that our students will develop pride in our program and themselves through the structure of focused attention and the reward of completing a task at the highest level.

With these attributes, we know that our students will be successful in marching and concert seasons as well as the numerous other activities in which the students will participate. More importantly, we know the Eagle Band students will continue their success into the rest of their lives and whatever endeavors they choose to pursue through the life lessons learned in the DHS Eagle Band!

We wish for each child to have all the success possible in the DHS Eagle Band!

E-A-G-L-E PRIDE BAND!

Delton Brown  
Director of Bands, DeSoto ISD

Laurencio Arroyo, Jr.  
Associate Band Director

Brian Ross  
Assistant Band Director  
Director of Percussion

## **Eagle Band FAQ's**

### ***Why should I join the Eagle Band?***

- Support your school. Since the band program is the largest extracurricular activity, it is a very important organization at DeSoto High School.
- Make new friends, build relationships for a lifetime, and have fun! Not only do you get to go to all football games for free, you will also get to travel to competitions across the state and across the nation!
- It fits in your schedule! All high school students are required to take fine arts and physical education. By participating in the Eagle Band, you are earning both of the requirements in the same class.
- Become more well--rounded! Band requires higher level thinking that translates into many other areas. Band has the highest percentage of honor students in the school.
- Colleges LOVE band students. The leadership opportunities in band are extensive.
- Counselors are looking for extracurricular activities on college applications. Many colleges offer strong scholarships for band students.

### ***Can a student only participate in the band one semester?***

Students must sign up for both semesters to receive full course credit to cover the state-mandated "Texas Essential Knowledge and Skills for High School Band" and to receive a P.E. credit. Further, all of the concepts introduced and taught during the fall semester are prerequisites to the information taught in the spring semester.

### ***What is the band's year like?***

The Eagle Band is a year-long class and organization made up of four bands. The three bands are Wind Symphony, Symphonic Band, Concert Band I and Concert Band II. All four bands will actively participate with the marching band during the marching season. We perform at every football game and at marching contests during the fall. After the end of marching season (November), we immediately transition into concert season with Holiday Music, Region Band Music, Solo & Ensemble, UIL Concert and Sight-Reading Music, etc.

### ***When does the marching band practice?***

All Band members are required to participate in summer camp, summer band, and all scheduled rehearsals, performances, and competitions.

Summer camp will always start the first week after the school year ends in June at DeSoto High School. There are also daily practices during August through November or the end of football season.

During Concert Season, each individual band will practice every week, but not necessarily every day. Most competitions are on weekends with the exception of UIL. In addition, all three bands will take a special overnight Spring Trip during the concert band season where the bands will perform and compete against other bands in similar divisions. The performance/competition portion is generally required for the TEAM but the "fun activities" are optional. We require that all Eagle Band members be flexible because from time to time there may be changes in the rehearsal schedule. A change in the schedule does not excuse any student from rehearsal.

***How can I keep up with the rehearsal and performance schedules?***

Our official web page is [www.eagleband.org](http://www.eagleband.org), and you can also check our schedule at [www.CharmsOffice.com](http://www.CharmsOffice.com). As always, you will need to be flexible with the schedule as things may arise that require us to adjust rehearsal and performance times. We will always provide the most advance notice as possible of any changes. Your cooperation is appreciated.

***Are grades and conduct important?***

Yes! UIL rules apply to all Eagle Band members as well as athletes. No pass, no play. Band members may not fail two grading periods in a row if they wish to remain a contributing member. If a member fails, there is no guarantee that they will have a performance spot in the marching show. Likewise, their current band placement may be reassigned. All members must come to rehearsal even if they are not eligible to perform.

The director will be checking the assistant principal's offices for disciplinary actions. Since the Eagle Band represents our school, it is important that each member displays responsibility, cooperation, and respect for authority at all times. Any member, prospective member, or leadership team member who has been suspended, received DEAP or an ISS assignment will not be allowed to tryout or to continue membership with the Eagle Band at the discretion of the band directors. The Directors enforces these student responsibilities. (EXCEPTION: a member may serve ONE, one-day assignment for dress code violations only.)

***Are there expenses associated with the Eagle Band?***

Yes. The expenses are covered in the Expenses/Band Fees Section.

***Is attendance important?***

YES!!! Attendance is required for the success of the organization and the TEAM. There will be specific days available for medical and other appointments. Please refer to the calendar for more details. Band class is like every other class; it is not to be missed for appointments. We kindly request appointments be scheduled around the rehearsal and performance schedules.

If a member is going to be late or miss a rehearsal/performance due to an extreme emergency, it is their responsibility to contact the director at the band hall in advance. Missing a rehearsal or performance may result in a grade penalty, loss of the performance position in the marching show, or a reassignment of band placement.

***Is there a Booster Club for the Eagle Band?***

Yes. It is requested that all family members join and participate in our DHS Band Booster Club. This is an organization that offers support and raises money for the band and color guard.

**Parents, We Need You!**

## **HANDBOOK PURPOSE**

The purpose of this document is to set uniform guidelines and policies that focus on the proper implementation of membership requirements, tryouts, performance expectations, attendance, fundraisers, and general rules. The Eagle Band Member must abide by and exemplify all guidelines and policies outlined in the Eagle Band Handbook, DeSoto High School Handbook, and DISD Handbook and Code of Conduct.

## **PROGRAM PHILOSOPHY / PURPOSE**

Being an Eagle Band Member is an honor and special privilege. The Eagle Band exists first and foremost to represent DeSoto High School and DISD. The Eagle Band also exists to promote good sportsmanship, good citizenship, represent our school as a musical and competitive fine arts unit, and wholesome and enthusiastic school spirit organization.

Members of this group have a fundamental responsibility to play a leadership role in building teamwork and helping the school achieve its goals and objectives. As a result of these responsibilities, members are expected to maintain a higher standard of behavior both on and off campus and academic achievement than that of their peers.

## **OBJECTIVES**

Eagle Band members are expected to be musically, mentally, and physically skilled in learning and performing with accuracy and technique at the standards set by the directors. They are also expected to be able to publicly demonstrate a skill level suitable for the team position and the timing necessary for group performance. Off the field, they are to enthusiastically support all DHS organizations through support, personal attitude, and attendance at required events.

## **MEMBERSHIP**

- ◆ DHS Band membership includes: Wind players, percussionists, color guard, and majorettes.
- ◆ Prospective members must have middle school band experience and participate in the scheduled band auditions. Exceptions are made on a case by case basis.
- ◆ Members are expected to give their time to participate in required activities throughout the year. These activities may range from performances to fundraiser activities.
- ◆ Members should use discretion in their commitments to multiple extracurricular activities.
- ◆ Members must attend the June summer camp, August summer camp, and all rehearsals/performances before the start of school and when school starts.
- ◆ Members and their parents shall be aware of the responsibilities and the expenses of the organization.
- ◆ Parents are expected to support the member in complying with all guidelines and policies of the school and the organization.
- ◆ Membership for the Eagle Band begins immediately upon notification of band placement.
- ◆ Members understand that until proven otherwise, the band Leadership Team will be considered “right” in all instances. When a director is not in the room, leadership members have full authority.
- ◆ Members must adhere to all guidelines and policies in this handbook.

## **ORGANIZATION**

- ◆ Membership consists of ninth through twelfth grades students.
- ◆ Members specialize in music as an expressive art form. For the nature of band and marching band, this may include the standard form of high school music education but may also include marching, walking, running, dance/body manipulation, singing, clapping, etc.
- ◆ Members develop qualities of leadership organizational skills, proper conduct, and how to be a team player.

## **EAGLE BAND CONDUCT GUIDELINES**

### **GOALS AND EXPECTATIONS**

The goal of the DeSoto High School Eagle Band is to achieve excellence in performance while maintaining the highest level of integrity either on or off the performance stage. In order to reach this goal, students are expected to display strong character and disciplined habits during band class, rehearsals, performances, any trip off campus (in district or out of district), during free time in the Band Hall, and any time while representing the Eagle Band. Pride, self-discipline, teamwork, and respect are the foundation of every great organization.

### **GENERAL CONDUCT/EXPECTATIONS**

As a band member, you are expected to display above average conduct at all times! This is not limited to band activities, but it also encompasses daily classroom and campus behavior. Failure to maintain good conduct will result in disciplinary action at the discretion of the band director.

Note: Parents, volunteers, and chaperones should be aware of these guidelines to help reinforce them at all times.

1. Students will follow all rules and policies stated in the DISD Student Handbook and Code of Conduct as well as in the DeSoto High School Student Handbook. Remember that students represent the DHS Band program, our school, our school district, community, and their parents while on any trip.
2. All students are expected to conduct themselves properly at all times. Display of profanity, temper, flagrant violation of rules, public displays of romantic affection, etc. will not be tolerated. Individual behavior during a band function is a reflection of the group.
3. Students will show respect for:
  - All fellow students, directors, and volunteers during transit and while at any location.
  - All property of the Eagle Band, as well as that of fellow band students and property or items not owned by our students or DISD.
4. Students will follow instructions from directors, student leaders, and designated adult chaperones (remember that our wonderful chaperones are an extension of the band staff). Instructions should be followed the first time they are given
5. Although a student may not agree with instructions given to them or given to the entire group, they will still follow the procedures that have been set forth by the directors and/or chaperones.
6. Students will not “over-think” the instructions that are given.
7. Students will not disrupt instruction at any time.



8. Students will be on time (which means early) for all arrivals, departures, and scheduled meeting times.
9. Students will quietly enter and exit the band facility and band hall.
10. Students will be in their assigned rehearsal area ready to work at the set rehearsal time.
11. Students will wear appropriate, school approved clothing at all times.
12. Students will use appropriate language at all times, including (but not limited to) transit to and from any destination.
13. Students will refrain from inappropriate public displays of affection as defined in DISD's Student Handbook and Code of Conduct. Students will not show any public display of romantic affection or engage in inappropriate contact disruptive to other students, adults, or the school environment.
14. Students will not lie, cheat, steal, vandalize (including writing on music stands, walls, etc.), or tolerate anyone who does. This may lead to removal from the program for at least 1 year.
15. Students will not play on equipment they do not own or have permission from a director to use. Students will not touch, handle, borrow, or use anyone else's instrument, uniform, or personal belongings.
16. Students should ask for permission to speak by raising their hands and wait to be acknowledged. All rehearsals are expected to be silent so everyone's time will be utilized wisely.
17. When allowed in the band hall, either before or after school, students will not disturb any rehearsal in progress.
18. Students should keep their equipment in the designated storage area and keep said storage area clean and neat in appearance. Students who demonstrate great difficulty with this may lose the privilege of having a storage area in the band hall.
19. Students will utilize their assigned storage slot/locker for instrument cases during rehearsals.
20. Cases should not be brought into rehearsals unless requested by a director.
21. Only DHS Band Staff members will be allowed to adjust the temperature in the band facilities.
22. No non-band members are allowed in the band facilities!! Exceptions will be made for siblings per approval from the band director.
23. Students will follow all bus riding rules and travel policies set forth by DeSoto ISD, as well as the Eagle Band Staff and Color Guard Director. See *Travel Guidelines* section.
24. Since all DISD campuses are drug and alcohol free, all of our DHS Band functions and trips will be as well. No student shall possess, use, transmit, or attempt to possess, use or transmit, or be under the influence of drugs, tobacco, and/or alcohol on school premises or off school premises at a school related or band related activity, function, or event. The DHS Band Staff will contact school authorities and will contact local law enforcement immediately if any of the above items are found on any student for any reason.
25. Any behavior, which is not representative of good citizenship, as perceived by the band staff, may result in the student's dismissal from the band activity as well as permanent removal from the band program. This will be at the discretion of the band directors. This applies to the actions of all students and student leaders in both public and private events.
26. A student that consistently receives school detention or receives any form of severe punishment including ISS, school suspension, etc. may be permanently removed from the band program, at the discretion of the band directors.
27. Students will have positive attitude! ☺

## **SEVERE INFRACTIONS – On DISD school grounds**

Students who demonstrate severe violations of the guidelines as stated above will be subject to discipline by the administration of DeSoto High School. Punishment may include permanent removal from the Eagle Band.

## **SEVERE INFRACTIONS for Trips – Off DISD campuses (Also, see *Trips* section)**

A student that violates the guidelines as stated above or causes any other disciplinary problem not stated above will be subject to disciplinary action by the DeSoto High School Band Staff and School Administration. During the trip however, punishment may include but is not limited to:

- Charter Bus/School Bus Detention Center – The student will be sent to a temporary detention center on the bus. There will be a specified amount of time (a minimum of one hour) that must be served while being supervised by an adult chaperone.
- On-Location Detention Center – The student will be required to sit and be supervised by an adult chaperone at a pre-defined chaperone location for a minimum of one hour.
- Students that refuse trip detention will be required to serve double or triple the time when we return to DHS the following week or may not be allowed to participate in scheduled band activities for the remainder of the school year.
- Like in school punishment, off campus disciplinary action may include school detention, ISS, or suspension for inappropriate behaviors when the student returns to school. A student may also be removed from the DHS Eagle Band Program.

## **DHS BAND FACILITIES**

### **Lockers & Band Hall**

Each member will be given a locker in the band hall and access to the band hall. Each member is responsible for keeping his/her locker clean and tidy because this is a direct reflection on the entire organization when visitors come to the band hall. Students are only allowed to keep music related items in their lockers including their instrument, folder with all music, and any necessary music accessories relevant to the high school band educational process. Homework, books, backpacks, food, etc. are not allowed in your band locker for any reason.

Place all personal items inside of locker and keep it LOCKED to avoid damage or theft of your items. Do not leave personal items on the floor in front of lockers.

Students that do not adhere to the above guidelines will lose their privilege to utilize a school issued band locker.

### **Practice Rooms**

Practice rooms are designed specifically for practicing. There should be a maximum of one to two students practicing in a room at any given time. Practice rooms are not for talking, studying, changing clothes, or for your personal storage. Students not in compliance with practice room procedures may be referred to the Assistant Principal's office and may lose practice room privileges.

## **Percussion Room**

The Percussion Room is for percussion students only. Non-percussion students should not be in the percussion room for any reason. Like the practice rooms, the Percussion Room is not for talking, studying, changing clothes, or for your personal storage. Students not in compliance with Percussion Room procedures may be referred to the Assistant Principal's office and may lose percussion room privileges.

## **Large Ensemble Rooms**

The Ensemble Rooms are for any large ensemble practicing, or group of students that are required to rehearse together. This could be in preparation for the Solo & Ensemble Contest, help sessions (for music pass-offs), etc. The Ensemble Rooms are not for talking, studying, changing clothes, or for your personal storage. Students not in compliance with Ensemble Rooms procedures may be referred to the Assistant Principal's office. All rules stated in "Lockers & Band Hall" will apply.

## **Guard Room**

The Guard Room is NOT for any non-guard member to enter. This includes males and females (Any band student in the guard room will be referred to the AP's office). The Guard Room is to store equipment and give the guard a place to change clothes prior to rehearsals. It is not a personal storage room.

## **REHEARSALS** – How they Work in General

During the 1st semester, (marching/football season) the band is required to rehearse on the outside parking lot/marching field. The maximum allotted time we are given as stated by our governing organization (University Interscholastic League or UIL) is 8 hours of rehearsal time per week. However, please note that there are special allowances to this rule for football game days and marching contest days. You can see our schedule at [www.eagleband.org](http://www.eagleband.org) and [www.CharmsOffice.com](http://www.CharmsOffice.com). Please realize that the band may have an adjusted schedule to accommodate the use of the field or to use The Eagle Football Stadium. Your flexibility is appreciated.

For the marching season, we might specify days where particular colors of clothing need to be worn for practice (so we can easily read the formations from the band tower or Eagle Stadium). Also, remember that individual rehearsal is required for each member to learn the skills required for any given show. Do not assume that any member will get "enough practice" in rehearsal. Music Memorization/Marching Memorization should be done on your own...rehearsal takes place as a group (if you ever need help, you can ALWAYS ask a section leader or drum major for help!!)

During the remainder of the year, the band will have a "lighter" rehearsal schedule compared to marching season. That schedule will be dependent upon our UIL Concert & Sight Reading contest schedule, scheduling of clinicians, and other various activities. Typically, students do not rehearse more than 3½ hours per week after marching season, compared to the 8+ hours during marching season and 8+ hours of other organizations at DHS. Again, your ability to be flexible is appreciated.

Since after school practice is co-curricular, all students are required to attend and participate in all after school rehearsals to receive credit. Failure to attend rehearsals will result in a zero. Please do not schedule doctor's/dentist's appointments during after school rehearsals. There are days set aside

for appointments, etc. Please refer to [www.eagleband.org](http://www.eagleband.org) and [www.CharmsOffice.com](http://www.CharmsOffice.com) calendars for specific days.

For excused, unexcused, and grade calculation of rehearsals, performances, etc., please see Grade Calculation below.

## MARCHING BAND

The DeSoto HS Band is one of the most visible and recognizable organizations at DeSoto High School. Since we run our program as a “year-long” program, all band students in grades 9-12 are required to participate in the Marching Band if they are to participate in the Wind Symphony, Symphonic Band, or Concert Band. Students that perform on non-traditional marching band instruments may be excused from the marching band requirement, depending on the instrumentation needs in the current marching band season. Exemption will be approved at the discretion of the band director. If this occurs, no P.E. credit will be given to the student (see DeSoto HS Band Course Credit).

Students who participate in DISD sponsored co-curricular sports or activities such as cheerleading, drill team, or football may be excused from participation at the discretion of the band director. Please note different solutions will be presented for varying situations. However, if there is no DISD sport/activity conflict on a marching band rehearsal day, performance day (including football games), or contest day, the student is required to attend the marching band event with the rest of the band. For this reason, students involved in a DISD activity are still required to pay and get fitted for the required marching band items to participate with the marching band. Students may also be excused from participation in the marching band for other reasons such as medical complications or physical disabilities. Such exemptions will require official documentation and will be verified by the band directors. For obvious reasons, the student may not be eligible for P.E. credit.

The band class formerly known as Symphonic I will now be called Symphonic Band. The band class formerly known as Symphonic II will now be called Concert Band. The course description for Concert Band is identical to that of Symphonic Band.

### I. SUMMER BAND CAMPS

The Eagle Band holds rehearsals each summer before the start of the fall semester. The purpose of these rehearsals is to allow the band to adequately prepare for the upcoming marching season and prepare for All-Region Band Auditions in November & December. This is also an important time for the students to meet and greet each other. In a group as large as the Eagle Band, students need to have time to establish bonds of friendship and a strong work ethic. Students build a true “esprit de corps” during summer rehearsals. This relationship with each other and the group as a whole makes summer band the most important time of the year for the whole organization. No grades are assigned during summer band; however, attendance is checked and marching positions in the contest/competition show are assigned based on attendance, work habits, and development of skills taught during the summer rehearsals. Students who miss all or part of summer band are immediately behind the rest of the group and may battle the rest of the season just to “catch up” instead of striving to excel. In addition, they will likely not receive a primary marching position at the start of the marching band season and may not be placed in the top performing bands (or may be removed from the top performing band). Generally, summer band begins at the end of the previous school year (June) and lasts for 4 days, and it restarts at the beginning of August and lasts

until the start of school. Parents wishing to see their child excel in the Band and Color Guard should make travel and vacation plans with this schedule in mind. Check [www.eagleband.org](http://www.eagleband.org) and [www.CharmsOffice.com](http://www.CharmsOffice.com) for schedules and changes to the schedules since we already have nearly all of the band's dates listed through June on next year.

### **Eagle Band Required Camp Dates**

<b>May 31 – June 2</b>	<b>4:30pm -6:00pm</b>	<b>Freshman/New Marcher Camp</b>
<b>2<sup>nd</sup> wk of August</b>	<b>8:00am-3:30pm</b>	<b>Band Camp</b>
<b>3<sup>rd</sup> wk of August</b>	<b>5:00pm-8:00pm</b>	<b>Band Rehearsals</b>

## **II. SCHOOL MARCHING BAND REHEARSAL SCHEDULE (tentative each year)**

All students will also have an additional 1hr sectional that will be scheduled to begin during the first week of school. Special rehearsal changes may be made. Example: A special clinician in attendance, inclement weather days, etc.

<b>MONDAY</b>	<b>Full Band</b> Color Guard/Majorettes	<b>3:45pm-6:45pm</b> TBA
<b>TUESDAY</b>	<b>Full Woodwind Sectional</b> <i>Brass Students</i>	<b>3:45pm – 5:45pm</b> <i>Schedule appointments for this day</i>
<b>WEDNESDAY</b>	<b>Full Brass Sectional</b> <i>Woodwind Students</i>	<b>3:15pm – 5:45pm</b> <i>Schedule appointments for this day</i>
<b>THURSDAY</b>	<b>Full Band</b>	<b>3:45pm – 6:45pm</b>
<b>FRIDAY</b>	<b>Full Band</b>	<b>Varies (Check Itineraries)</b>
<b>SATURDAY</b>	<b>Full Band</b>	<b>Varies - Check Online Calendar</b>

*\*\*Note: The schedule for marching rehearsals in August and/or September that are scheduled on non- football game weeks can be found online. \*\**

### III. MARCHING BAND POSITIONS

#### **Primary Marchers**

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

1. Successfully completes the memorization requirement for music by the due date.
2. Consistently demonstrates high quality marching skills in summer camp and continually meets the high standard of marching the drill formations.
3. Is consistently punctual in report times.
4. Is consistently present at all rehearsals and performances.
5. Consistently maintains academic eligibility and a good attitude.

*Special Note: Students who do not to meet the requirements above may be subject to one or a combination of the following: a) loss of position as a primary marcher (will become an alternate marcher), b) loss of performance opportunity, or c) reassigned to a different band.*

#### **Alternates**

Alternates are students who learn marching skills in the designated alternate area. Alternates will meet the same requirements of primary marchers. Alternates will participate & march in both rehearsals and football performances. Instead of marching at contests, alternates accept the responsibility of “stage crew.” A minimum number of alternates are preferred. The position of alternate will be utilized to help students acquire marching skills for future participation as a primary marcher.

### IV. GENERAL ATTENDANCE - Marching Band

In order to have and maintain the highest quality marching band, attendance from all members is essential. The following guidelines outline the attendance procedures and policies for the marching band.

**Roll Check** – Roll check will start promptly at the start of rehearsal and in the attendance block. The attendance block will be introduced at the June/August Camp.

**Tardiness** – Students not in the attendance block at the appropriate time will be marked tardy. Points will be deducted from that rehearsal’s grade. Students who are tardy will be required to make up 15 minutes of fundamental marching with a drill instructor.

**Multiple Tardies** – Students who have one or more than one tardy shall be subject to one of the following consequences, at the discretion of the band director:

1. Points deducted from the student’s grade.
2. Loss of spot as a primary marcher in the main drill.
3. Loss of marching privilege at a football halftime performance or marching band contest/performance for that particular week.
4. Students who are tardy will be required to make up 15 minutes of fundamental marching/demerit drill with a drill instructor.

**Absence** – A tardy will be converted to a mark of “absence” 15 minutes after the rehearsal begins. A grade of zero (0) will be given.

***Excused Absence*** – Extreme “emergency” absences will be excused at the discretion of the directors. The student will need to speak with a band director in advance to obtain the necessary clearance. **Appointments, tutorials, etc. will not be counted as an excused absence.** Extreme personal illness requiring professional medical attention, death in the family, and serious problems may be considered as an excused absence so long as there is an open line of communication from the student and/or parent. Students who are continually ill may need to provide a doctor’s note releasing them for participation in order to insure the well being of the child and to reduce band director concerns of that particular student. Students that suffer mild symptoms of illness should plan to be at practice. **Students will have at least one afternoon free per week during the marching band season. These days should be used for appointments and routine professional visits.**

Students who have one or more unexcused absences will be subject to one of the following consequences:

1. Suspension from the next two performances.
2. Loss of spot as a primary marcher.
3. Removal from the marching band and loss of physical education credit.

## **V. MARCHING BAND REHEARSAL PROCEDURES**

### **General**

- Respect everyone on the marching band field; we’re all working toward the same goal.
- Prior to all rehearsals, **eat healthy and drink a lot of water.** No Sodas and Candy!
- Be punctual. Everyone will be on time; aim to arrive 5 to 10 minutes before practice begins.
- Water breaks are meant for your health and comfort. **DRINK WATER!!!** (Return on time after the whistle.)-- **Do not share water!**
- Rehearsal will be silent at all times.
- Standing is the only acceptable position on the marching band field unless instructed otherwise (ex: when a director tells you to kneel while he/she gives instructions).
- Everyone will be expected to vocally count at all times.
- Pay attention to general instructions at all times. **Listen and respond appropriately.**
- **FUNDamentals will make us successful!** Therefore, we expect everyone to participate fully.
- Section leaders are responsible for keeping coordinate books. You will receive your coordinate books from your section leader at the beginning of rehearsal, and it will be given back to them at the end.
- Band members should wear their coordinate book at all times. Your section leader will tell you where to wear them.
- Move when instructed quickly and quietly (ex: moving from set to set; or after a discussion with a leader).
- “Set” is attention: eyes forward, no talking, no moving.
- When setting forms keep your feet together and mouth closed.
- Remain at “Set” until you are told to relax.
- “Check” means silently standing in Check 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 distracting jewelry during rehearsals.

## **VI. MARCHING BAND PERFORMANCES**

Performances are an important part of the band program. The DHS Band performs at ALL DeSoto High School varsity football games (except scrimmages). The band not only performs its halftime show with pride and spirit at football games, but we also carry on the tradition of that pride and spirit in the stands. In addition to football games, the marching band will also perform at various competitive marching festivals/contests, the U.I.L. Marching Contest, as well as possible local and national parades. Please observe the following:

- A member must be present at ALL rehearsals in order to perform at the football game or marching band contest.
- Before each performance, the band will go through an inspection of all uniforms, packing, and equipment prior to departure. Students will be expected to pass the uniform inspection with the following:
  - Black Marching Shoes
  - LONG Black Socks (No, not Blue!)
  - Black Show Shirt
  - Marching Band Uniform
  - No jewelry or wristbands of any kind (including but not limited to hands, neck, ears, lips, etc.)
  - All hair must be able to fit comfortably in the required marching hat. Otherwise, the student will not be allowed to march.
- Failure to be prepared may result in loss of performance opportunities at the directors' discretion.

## **VII. 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 will not be allowed to perform.

## **VIII. UNIFORM INSPECTION**

Again, prior to student departure for a marching band performance, students must pass a uniform inspection. In order to board the bus, students must have their complete uniform, music, flip folder, and other components for the band's performance. At the discretion of the band directors, students who do not pass the uniform inspection will not be allowed to attend the event and will jeopardize their marching position for the remainder of the season.

## **IX. INSTRUMENT LOADING / UNLOADING**

### **Loading Procedures**

- Percussion, tubas, euphoniums, trombones, French horns, low reeds (no alto saxes) will be expected to transport instruments on the band trailer/instrument truck.
- Meet with Section Leaders in designated area (on marching field or in parking lot)
- After meal, all students will change into their uniforms with spandex/tights, and black show shirt underneath.



- ALL equipment ready for inspection: Uniform, hat box, gloves, gauntlets, lyre, flip folder (in stand tune order), black socks, black shoes, complete instrument (flutes, clarinets, alto saxes, trumpets) with all accessories; reeds, mouthpieces, valve oil, etc.
- Case should be closed and secure. Instruments in the wrong area may be overlooked and not loaded.
- Students and Section Leaders will be responsible for seeing that their instrument or empty case is in the proper location.

### **Unloading Procedures**

- The Band President and/or Vice President will work with the band directors to designate the unloading area.
- Students should uncase their instruments and leave cases in the appropriate area.
- Unloading should be done in a timely, efficient manner. No loose music.

### **Arrival DHS:**

- Students will also be responsible to see that their instrument is picked up and stored correctly upon the unloading of the instrument truck.
- No one departs Band Hall until instrument truck is completely unloaded.
- Get YOUR instrument out of the way once it is unloaded and put it away.
- Return uniform (hung properly) to uniform room.
- Help loading crew and cooler crew unload by taking items to appropriate storage areas.
- EVERYONE helps to clean his or her lockers or instrument area in the band hall. It should be completely clean before we leave.
- GO HOME!! All of you are loved, but go home and get some rest! Section leaders help hang uniforms at first game.
- Students who display difficulty in following the loading and unloading procedures may lose the privilege of utilizing the instrument truck.

## **X. 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.

1. Students will arrive at the set report time. Students will load and be prepared to travel at the set load time.
2. Students will load the buses with all equipment needed for the performance. The section leaders will inspect all students boarding buses prior to departure. Students not meeting uniform, music, and loading guidelines will be sent home and not allowed to participate. Students will receive an unexcused absence for such occurrences and other consequences may follow (such as removal from primary marcher, etc.) at the discretion of the band directors.
3. Upon arrival at the performance area, students will prepare equipment for unloading. Students will unload busses when instructed to do so by a chaperone or director and exit the bus in black shoes, black socks, uniform pants and jackets on.
4. Unpack instrument – Place case in proper location.
5. Students will report to the designated meeting area and line-up when instructions are given.
6. Students will march in to a drum cadence upon instruction from a drum major or director.

7. Students will report to seating area. Students will remain standing until all band members have arrived and are ready to be seated. Students will sit when instructed by a drum major or director. (Students will sit in assigned instrumental section and will remain in that section at all times.)
8. Students will remain in the band seating section at all times during the game. Students will remain in assigned instrument section. Students will not accept food or drinks from parents, relatives, or friends (this is why you should eat a good meal before the game).
9. Students needing a restroom break must be accompanied by a chaperone. Restroom breaks will not be granted during pre-game activities or in the second quarter of a football game.
10. Students will be given water after the half time performance. No other food or drinks are acceptable during the game (this is why it's important to eat a hearty meal before we depart).
11. While seated, the band may stay relaxed but must stay in their correct seat, attention forward, ready to play at any moment. Students will be expected to listen for and watch the directors and drum majors during the game. Students will need to be prepared to perform at all times.
12. Students will refrain from playing their instruments on an individual basis. The band will perform as a group or with approved small ensembles. While playing, pay attention to the Drum Major – always!
13. At the appropriate time, the band will be dismissed from the stands for the half-time performance. At this time, the band must move quickly, quietly, and efficiently to the appropriate area. Students will need to be focused on the directors' and drum majors' instructions.
14. At the conclusion of the half-time performance, students will return to the stands with their instrument and uniforms completely on, and continue the "in-stand" performance throughout the remainder of the game.
15. During the 3rd quarter, we may or may not participate in the good sportsmanship procedures of officer meetings and introductions. The band president will create a schedule of which student leaders participate in this event.
16. At the conclusion of the game, students will load busses quickly and efficiently.
17. Upon return to the band hall, students will insure that all personal items, uniforms, and instruments are placed in the proper storage areas. See Unloading Procedures on the previous page.

**PARENT NOTE:** While with the band at games, performances, and competitions, your child is there to be part of the team. Visits from parents in the stands, on the buses, etc. are prohibited. If a message needs to get to your child, then do this through the directors. There will be appropriate times for parent visits at many of our events, but not all of them. You and your child will be advised in advance of these opportunities. Please do not put your child in an uncomfortable situation by approaching them when they know you should not. Also, public events and competitions are NOT the time to have a private discussion with any director. Thank you for your understanding and consideration.

**PARENTS: Please pick your child up on time.**

PARENTS, PLEASE BE ON TIME TO PICK UP YOUR CHILDREN. WE ARE SELDOM MORE THAN 10 MINUTES LATER THAN THE APPROXIMATE TIME OF ARRIVAL AS STATED ON THE ITINERARY. MANY TIMES WE ARE EVEN EARLY.

Remember that we do not have control over the number of timeouts or penalties incurred during the football game, which might delay our DHS arrival. The directors feel very uncomfortable and cannot leave any student unattended at the band hall after everyone else has gone home. Like you and your child, we also want to go home as quickly as possible to spend time with our families. **PLEASE** be there to pick up your son/daughter as soon as possible. **If your child is waiting for a ride for more than 35 minutes after our arrival time, he/she may be suspended from the next performance at the director's discretion.**

## **XI. GENERAL PUBLIC ETIQUETTE REMINDERS**

**In public, each member is to remember that they represent The Eagle Band, DeSoto High School, and DeSoto ISD. Below are guidelines of expected behavior while in public and/or in uniform.**

We are an ensemble; a team; a group; a performing unit. We are public figures...and our community is going to be watching everything we do. These guidelines are in place for the benefit of the entire band and color guard. When we are a unit, we are more than individuals. We must remember: perception is everything.

It is imperative that we are dressed appropriately and look as "one team." Your directors or officers will let you know what to wear for school on spirit days, for travel, for shows, and any other event that requires us to be seen as an ensemble. For marching season, you should have your specified marching shoes, show shirt, extra black socks, etc. so that you will not find yourself in a situation where you are not appropriately dressed for any band rehearsal, function, or event. Additionally, on show days, no colored fingernail or toe nail polish...clear is fine. No jewelry unless approved by the Director of Bands.

When we are in public, please do not forget to use your southern charm and best manners. You never know to whom you may be speaking...or who is watching you.

**Stand Etiquette** – We want every one of you to have FUN at the football games. However, we cannot forget that we are there to support our school, our football team, and our community while in the stands. We will assign you seating for the games. The band will sit in an area/seating pattern that will look nice and organized from all areas of the stadium. We want to look awesome at all times. Being in the stands is a form of performance in itself. You are to stay in your assigned seat in the rows that are required for us to look our best.

While in the stands, there are a few things that we must all do.

- ⇒ ALWAYS have 100% of the required music for that particular week. If you want to play more stand tunes as the season progresses, show us that you are prepared on the music we've already handed from previous weeks.
- ⇒ When our team scores a goal, let's stand up through the field goal attempt.
- ⇒ When cheering our team on, we need to do it with dignity and pride. We want to make sure our cheers are heard, but not interpreted as unruly.

- ⇒ When an officer, leader, or director asks you to sit and be quiet, please do so immediately.
- ⇒ Please pay attention to your officers, leaders, and directors if things change during a game.
- ⇒ Students will not be going in and out of the stands. Once in the stands, we will be there to stay for the duration of the game. We will have a designated rest room break after halftime.
- ⇒ Half Time Preparation, Performance, and Review – We will go down to warm up at the beginning of second quarter at every game where we perform. You will be given instructions prior to this time on the order of warm up. (It will be different every week as our show grows).
- ⇒ There will be no eating or drinking in the stands or when you go to the restroom. Students found eating or drinking will not be allowed to march that particular football game or upcoming football game. The only exception to this rule is a medical condition (which requires a doctor’s note) and water.
- ⇒ Due to the national and historical significance, students will memorize the *Star Spangled Banner* and play it from memory while in the stands or at any other event. If you have rests, we do not talk, look around, or play around.
- ⇒  Students will also memorize the school song and fight song.

Items that are **NOT ALLOWED** in your hatbox or instrument case in the stands or in the performance area (**you may have these on the bus and on your “down time” only**):

- |                 |        |
|-----------------|--------|
| -Electronics    | -Candy |
| -Food or drinks | -Gum   |

**Band, please pay attention:** If a cell phone, iPod, or similar device is found in your hands, hatbox, or instrument case (during marching season) or is on your music stand while rehearsing/performing indoors at any time during the school year, your electronic device will be confiscated and not returned directly to you. Your parents will need to make an appointment to see a director for the return of that item. We hold a high standard for our rehearsals and performances. Therefore, our level of tolerance of electronics will reflect the standard.

## **BAND UNIFORM GUIDELINES**

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

### **General**

1. Band uniforms will be issued during the summer time (non band camp dates). Please refer to the online calendar for specific dates. Band uniforms will be stored at school in the uniform storage area.
2. Students will be held financially responsible for the uniform and its’ components if there is damage. Be very careful when you sit and what you lean against! The student will be required to supply payment for repair or replacement as determined by the Uniform Committee Chair and Band Director. The student’s name will be placed on the DHS Fine List if payment is not received in a timely fashion.

## **Issue and Return**

1. With the uniform crew's permission, students will pick up uniforms from the uniform room 30 minutes prior to report time for any event. (Less than 15 minutes prior will be considered late).
2. Students should follow the posted pick up/return guidelines.
3. Students will pick up their uniform from the uniform room, with the assistance of a uniform crew member and/or parent volunteer.
4. Students not properly hanging the uniform will receive community service.

## **Donning the Uniform**

1. Always wear and treat your uniform with great care and PRIDE. The uniform should be worn as a complete unit at all times when in public. The only exception will be when a director instructs you that you may remove your hat or coat. The approved band tee shirt is to be worn under your uniform. The band shirt will be part of pre-performance inspections.
2. You must wear approved black MTX marching band shoes and black socks (student purchases).
3. Jewelry, watches, hair ribbons, and bright colored nail polish etc. is unacceptable while in uniform. These items hinder the uniform appearance of the band. (Saxophone and/or bass clarinet students should wear a black neck strap.)
4. Band students with long hair will need to put it up under their hat during performances. No hair should be on the collar of the uniform!
5. Natural hair colors will be the only style of color accepted.
6. No consumption of food and drinks while in uniform without permission.
7. NEVER run, hop, skip, or jump while in uniform. The only exception to this rule is if there is an extreme emergency and/or your safety is in jeopardy.

## **Alterations & Care**

1. Never cut any material from the band uniform.
2. Never have your parents alter the uniform unless specifically told to do so by a band director or uniform parent volunteer.
3. Keep the collar hooked while hanging to retain the shape of the coat.
4. Always hang the pants by the crease.
5. Label your uniform garment bag.

## **Uniform Costs**

If a uniform part is damaged beyond repair or lost, the student will be responsible for the replacement costs.

# **EAGLE BAND LEADERSHIP TEAM**

## **General Information, Duties, and Responsibilities**

Being a leader is not easy and requires a huge commitment to your Directors but most importantly, to your TEAM. You must be willing to work hard, stay focused, be a role model, follow all rules, and encourage your teammates. There is a lot of responsibility that comes with being a leader. The biggest responsibility is leading by example. Your team and fellow Leadership Team members will be watching your every move both in and outside of practice. It is up to you to be dedicated to the team and make decisions that will benefit the band. As you embark upon the audition process, keep in mind that whether you are offered a leadership position or not, there is value to you, the band, and the TEAM by your efforts. Please remember this as you begin.

To be strongly considered for a Leadership Team position you may not have been ineligible during the entire school year before. Ineligibility might disqualify you as a Leadership Team candidate, but the final decision will be made at the band director's discretion. If in doubt, you are still encouraged to submit your materials and go through with the audition/interview process.

If a Leader becomes ineligible during their term as a Leadership Team member, they will lose their position, but they will be allowed to retain membership in the band based upon the general membership guidelines.

## **Duties and Responsibilities**

Given the high standard of excellence in our program, all DHS Eagle Band Leadership Team Members will assume their responsibilities for the duration of the school year (not just marching season). Prior to being named as a Leadership Team Member, all criteria/qualifications must be agreed to and accepted for a student to be given an elite position on the Leadership Team.

To be considered for any role, you must complete the entire audition/assessment process and meet the necessary requirements. Which type of office you hold is based upon your total Leadership audition/interview score. The highest over-all score wins that perspective position. Each office has a very important role for the team. Below is a brief description for a few of the leadership positions. Leadership Team members are not limited to just the roles listed below. Any other duty assigned by the directors will become a part of the role for that year.

Please note that although you may not have an official title as leader, your actions are always being observed. The leadership audition process is not the only factor that will determine whether or not you are successful in gaining an official leadership position. Your audition process begins the first day that we meet you and is always ongoing.

### **President**

This is one of the highest ranked officers of the organization. He/she reports directly to the Directors. When the Directors are away from the team, for any reason, the President is in charge and has authority that will be supported 100% by the director.

### **Drum Major**

This is also one of the highest ranked offices of the organization. They report directly to the Directors. When the Director is away from the team, for any reason, the Drum Major is in charge along with the President and has authority that will be supported 100% by the director.

### **Drill Instructor**

These individuals can be considered the most fundamentally sound, as it relates to marching. These individuals can demonstrate with immaculate precision all aspects of marching for all band members and are frequently called upon to do so. These individuals work closely with the Drum Majors to ensure that all members are performing to the standards set forth by the band director.

### **Quartermaster**

This is also one of the highest ranked offices of the organization. This individual reports directly to the designated Assistant Director. The Quartermaster is responsible for assuring the smooth operation of the band program through assigning each band member to a “crew.” Each band member will be responsible for performing his/her assigned duty for at least an entire week. Crews are as follows: Loading Crew, Clean-Up Crew, Podium Crew, Cooler Crew, Field Equipment Crew, and Uniform Crew.

### **Section Leader**

For any student, the Section Leader is a direct role model, motivator, and will be the first person a student in any section will go to first for assistance.

### **Librarian**

This is one of the most important offices to keep the band program functioning. The Librarian supports the band through music preparation and other organizational tasks. Only the Librarian is allowed to utilize the copy machine. Please see them for assistance.

### **Historian**

The historian is responsible for creating and maintaining the historic records for the year such as scrapbooks, pictures, slideshows, etc. This role will be more clearly defined by the individual’s creativity and artistic expression.

### **Dismissal for ALL Leadership Team Members**

Prior to dismissal from a rehearsal, concert, or similar event, all Leadership Team members are required to check out with the drum majors and president. The drum majors and president will then check out with the band director. In addition to marching band events, this also applies to concert band events for the duration of the school year.

### **Loss of Office**

If a leadership team member becomes academically ineligible during the school year or receives ISS (or similar school punishment) they may lose their position for the remainder of the school year or the position may be reassigned to another student at the director’s discretion. If a leader does not display the proper work ethic geared towards the overall improvement of their section, the band, or if a leader does not attend required rehearsals, performances, or major events that are required, they may be removed from their position for the remainder of the school year at the director’s discretion. In addition, the position may be reassigned to another student. All eligibility rules apply before they may audition for officer positions a second time

# CONCERT BAND

## **I. Concert Ensembles**

Students in the band program will be placed in a concert ensemble by an audition process in May of the previous school year. In trying to avoid instrumentation problems and avoiding having to move students across bands, students should plan to be enrolled in band for the entire school year. The following is a list of the concert ensembles offered for each school year:

- Wind Symphony
- Symphonic Band
- Concert Band

Please note that all three bands will actively participate with the marching band during the marching season. We perform at football games and at marching contests during the fall. After the end of marching season (November), we immediately transition into concert season with Holiday Music, Region Band Music, Solo & Ensemble, UIL Concert and Sight Reading Music, etc.

## **II. Concert Ensembles Performance / Rehearsal Requirements**

Each of the concert ensembles will perform at various times throughout the school year. Students are expected to participate in the performances of their assigned ensemble. Failure to participate in either rehearsals or performances will result in student removal from the organization at the discretion of the band directors. (See general attendance policies.)

At the end of Marching Season, Performances/Auditions of the concert ensembles will include but are not limited to the following:

- Winter Holiday Concert
- Spring Concert
- Band Festivals/Pre UIL Contest
- UIL Contest
- Solo & Ensemble Contest
- High School Region Band Auditions (required for all Wind Symphony students)

## **III. Concerts/Performances**

Concerts and performances are frequent with all bands. Students should consult their calendar handouts for dates and times (schedules are made and handed out in November and may not be posted online).

*Periodically, the schedule will change and updates will be announced in class. Students: Communicate with your parents! It is your responsibility!*

Concerts are considered to have three parts: **warm-up, performance, and listening**. The concert begins for the student at the warm-up. Punctuality is essential. A concert concludes when the last group performs and directors have given permission for students to be dismissed. A general report time will be given for all students.



1. All performances and concerts are a group, TEAM effort. Attendance is required.
2. All performances and concerts are an extension of the classroom and will be graded accordingly.
3. Students should be punctual and prepared for each performance/concert.
4. In the event a performance causes a student to miss another class, the student is responsible to make up all missed work. School policy states that each student is to take care of absences prior to absence.
5. The appropriate dress for all concerts will be a specific uniform. (See Uniforms.)
6. Students are expected to stay for the entire concert of each group of the event.

#### IV. General Attendance – Concert Season

In order to have and maintain high quality concert ensembles, attendance from all members is essential. **The following guidelines outline the attendance procedures and policies for concert ensembles as it relates to after school rehearsals and section rehearsals.**

##### ***Roll Check***

Roll will be checked promptly at the start of rehearsal.

##### ***Tardiness***

Students not seated with instrument ready for rehearsal at the appropriate time will be counted tardy.

##### ***Excused Tardiness***

Tardiness will be excused at the discretion of the directors. Tutorials, appointments, etc. will not be an excuse for tardiness unless *prior arrangements are made and approved.*

##### ***Unexcused Tardiness***

To receive full credit, students who have one or more unexcused tardies are required to make up the sectional time during the same week. It will be up to the student to inquire about the make-up session.

##### ***Absence***

Students not seated at the appropriate time may be marked absent.

##### ***Excused Absence***

Extreme “emergency” absences will be excused at the discretion of the directors. The student will need to speak with a band director in advance to obtain the necessary clearance.

**Appointments, tutorials, etc. will not be counted as an excused absence.**

Extreme personal illness requiring professional medical attention, death in the family, and serious problems may be considered as an excused absence as long as there is an open line of communication from the student and/or parent. Students who are continually ill, may need to provide a doctor’s note releasing them for participation in order to insure the well being of the child and to reduce band director concerns of that

particular student. Students that suffer mild symptoms of illness should plan to be at practice.

**Special note: During the concert season, students will generally be responsible for a “lighter” rehearsal schedule, which includes ONE or TWO weekly section rehearsals, and one “full” rehearsal as needed. Thus, students will have ample days for tutorials, doctor’s appointments, etc. since the maximum after school commitment drops down to 3 ½ the student is expected to make up the missed rehearsal time at the discretion of the director.**

### *Unexcused Absence*

In addition to a student not notifying and obtaining clearance from the director in advance for an absence, appointments, tutorials, etc. will be counted as unexcused. Depending on the type of rehearsal missed, the student is expected to make up the missed rehearsal time at the discretion of the director. Based on the type of rehearsal missed and the lesson planned by the director, this is not always possible (Example: A student that misses a full band rehearsal where the band worked on specific ensemble concepts in fundamentals or in the music literature cannot be made up).

Please note that a student may lose his/her position in the band for such absences.

## **V. Section Rehearsals**

Students will have a weekly section rehearsal for the fundamentals of instrument technique, region music preparation, and solo and ensemble preparation. Section rehearsals will begin in August and will be held the entire school year. These are separate from all other rehearsals.

Section rehearsals for the concert ensembles will begin at the conclusion of the marching band season. Since these sectionals will rely on the attendance of all students in the section, it is imperative to be in attendance. Students are expected to be punctual and prepared on a week- by-week basis. Absence from section rehearsals must be in accordance with the attendance policy. Students must make every effort to attend. Section rehearsals are an extension of the classroom and are graded accordingly.

## **VI. All-Region Band / Orchestra Guidelines**

1. All Wind Symphony members will audition for All-Region Band unless told otherwise by a band director. Symphonic Band students are expected to audition as well and will be allowed to audition at the band director’s discretion.
2. Students will be graded during the 1<sup>st</sup> semester on preparation for this event.
3. Any person who is fortunate to be selected will attend all rehearsals and the performance of the All-Region Band. (Check your calendar for dates.)

**It is an honor to be selected to the All Region Band. Hundreds of students throughout the region will audition. Even if you are not selected, the experience you receive by preparing will enhance your musical ability and education! Once you make an ensemble your attendance is MANDATORY. Failure to attend any of the scheduled rehearsals will have consequences and may affect your ability to attend the band banquet.**

## **VII. Solo and Ensemble**

1. All students in the DHS Band will prepare and perform a solo. However, all students must pass an evaluation and be approved by the band directors prior to being allowed to participate in the contest. The Solo & Ensemble Contest is in February.
2. All Wind Symphony, Symphonic Band, and Concert Band members will participate in an ensemble unless specified otherwise by a band director.
3. Grades will be issued for preparation and participation in the Solo and Ensemble process. Grades will NOT be given for the rating the student receives.
4. Students must use a DHS Band Director approved accompanist. The accompanist fee is set each year and ranges from \$35 to \$50. The higher the difficulty level of the music, the greater the cost will be.
5. The entry fee for the contest will be paid by the school district. Upon entry into the contest if a student decides to not perform (DNA) he/she will be responsible for repaying the fee.

## **GRADE CALCULATION**

### **Daily Grades (50%)**

**Weekly Participation** – Students will be graded on having all necessary materials (drill coordinates, music, instrument, proper shoes, etc.), attendance, and preparation for in school and after school rehearsals.

**Weekly Performance** – Students will be graded on music (marching band show music, stand tunes, region band, etc.) and drill performance during in school and after school rehearsals.

**Weekly Music Preparation** – Students will be graded on music preparation and performance and level of participation and preparation for class rehearsals (music, flip folders, pencil, instrument, reeds, valve oil, and other necessary supplies).

**Region Music Pass-offs** – Students will be graded on individual performance of Region Audition music. Specific cuts will be assigned weekly for the students to prepare.

**Grade Check Forms** – Students are graded on the collection and completion of grade check forms. The director may assign one or more grade check form(s) during any six-week period. Grade check forms are designed to keep students, directors, and teachers communicating about academic progress.

### **Exams (50%)**

**Saturday Rehearsals** – Students will be graded on participation and performance of music (including marching band music, Saturday “concert season” sectionals or full rehearsals, etc.) and/or drill at Saturday rehearsals.

**Marching Show** – Students will be graded on participation and performance of music and drill at game day run-throughs and contest day run-throughs.

**Music Performance** – Students will be graded on their performance of any combination of marching show music, stands tunes, Eaglette pieces, school songs, region music, spring contest music, solo and ensemble music, and/or any other assigned music during the school year. Their evaluation will be based on the level of preparation and execution of technique, tone production, correct rhythm, style, and articulation and in certain cases, memorization.

### **Rehearsal Absences**

Since after school practice is co-curricular, all students are required to attend and participate in all after school rehearsals to receive full credit. Failure to attend rehearsals will result in a

zero. If your absence is pre-approved and excused, the student will be allowed to make up the time missed at rehearsal to earn credit for that assignment. An appropriate amount of time will be allowed to make up missed rehearsals predetermined by the directors. Any unexcused absence or non pre-approved excused absence is not eligible to make up missed rehearsal time to earn credit for the assignment except in the case of extreme emergency (such as death in the family, hospitalization, etc.). Please do not schedule regular doctor's/dentist's appointments during after school rehearsals.

### **Performance Absences**

Attendance at all performances, competitions, and contests is required for all DHS Band and Color Guard members since we are a TEAM activity. At the discretion of the band directors, failure to attend a performance, competition, or contest may result in a demotion from a marching position, a student not marching the show the following week, the student being removed from the drill for the remainder of the season, or the student being removed from the band program. For concert season, a student not in attendance may be removed from their band (and placed in another band) or be removed from the band program at the discretion of the band directors. The only exceptions to this paragraph are extreme emergencies (death in the family, hospitalization, etc.).

### **Please Note:**

*During marching season, students that have one or more unexcused absences during a performance week will not be allowed to march the halftime show at the corresponding football game or marching contest that same week. Since the majority of our games are on Fridays, unexcused Saturday absences will result in a student not being allowed to perform the halftime show during the next football game or marching band contest.*

### **Academic Absences (School Make-Up Work)**

During the marching season, all band and color guard students will have time built into their after school schedules to complete any quizzes, tests, or make up work they need to finish. Please use this time wisely to stay on top of your school work and pass every six weeks! During the concert season, students should plan make up work around their weekly sectional schedule. All students should have a finalized sectional schedule in October/November so they can plan well in advance. Missing partial or all of a sectional due to make up work or completion of an assignment will not be excused and the student will not receive full credit.

### **Tutoring/Homework Time**

While on campus, waiting for a rehearsal to begin or waiting for a ride home, students should be practicing. If students are not practicing, they should attend after school tutorials, complete homework, or sit quietly as to not disturb people nearby. Parents, since we cannot police every child at every moment during after school hours (before marching band rehearsal), please discuss your expectations to your child as it relates to tutorials or doing homework on their own. Playing sports outside and risking bodily injury is not acceptable. In addition, please communicate that horse playing will not be tolerated for any reason.

## **ELIGIBILITY – NO PASS, NO PLAY**

1. **All band and guard members must pass every class (subject) in order to be eligible for extra- curricular activities. This includes all football games, music contests, and performances. If a band member fails one (1) subject (below 70), he/she is ineligible for the following three week reporting period.** (See DISD policy below for exempt classes.) This causes frustration, disappointment, and tends to lead toward discouragement in other areas. Please keep a close check on all grades and strive to maintain a good academic standing in all subject areas during the entire school year. Students must be passing all classes at the end of the next three weeks to regain eligibility and may participate at the end of the fourth week.
2. Activities not affected by the eligibility policy include sectionals, rehearsals, and public performances not related to competitive events. Although students might not be allowed to perform, (at the discretion of the band director) **ATTENDANCE IS MANDATORY AT THESE ACTIVITIES.**
3. A band member desiring to audition for a band officer position must have and maintain at least an “S” in conduct in all classes. Failure to do so may result in loss of leadership position.
4. A band member desiring to audition for a band leadership position must have been eligible each six weeks for the entire school year prior to their audition.

## **THE DISD POLICY FOR NO PASS, NO PLAY**

A student may NOT participate in certain extra-curricular activities (such as a paid concert, UIL Contest, field trip, etc.) if a grade of 69 or lower is earned in any class at the end of the six-weeks reporting period. A student that receives a 69 or lower may continue to participate in all practices and preparations as determined necessary by the director or sponsor of the organization during this time of ineligibility to receive necessary classroom grades. This student may regain full eligibility status to participate in the extra-curricular activity if at the end of the designated 3 weeks period, all grades in all classes are equal to or greater than 70.

- Exception 1: Advanced high school courses identified by the Texas Education Agency and/or DISD are exempted from this policy (which are specific “AP” courses).
- Exception 2: If a failing grade was caused by a “grade calculation error,” the classroom teacher has to submit documentation to officially change the failing grade to a passing grade. After the grade has been changed with the necessary school official(s), the student will be eligible to fully participate.

## **BAND POLICY FOR IN-ELIGIBILITY**

If a student becomes in-eligible during the year, they will be removed from the current show performances, or might be moved down a band, but he/she will still be required to participate in all rehearsals, classes, etc. If a student becomes in-eligible twice during the same school calendar year, they will be removed from any performing band at the first opportunity.

## **GRADE OF INCOMPLETE**

A student with an “Incomplete” grade at the end of a grading period is ineligible at the end of the seven-day grace period unless the “Incomplete” was replaced with a passing grade prior to the end of the seven day grace period.

## **EXTRA CREDIT WORK**

Extra credit work, or work (including re-test) turned in after the grading period or evaluation has ended **MAY NOT BE CONSIDERED** when determining a student's eligibility for extracurricular activities except in the case of an "Incomplete" grade as noted above.

## **EAGLE BAND COURSE CREDIT**

Members of the DeSoto High School Band receive a P.E. waiver during the fall semester for marching band, and a fine arts credit in the spring semester for concert band. The Texas Education Agency requires 24 credits for graduation from a Texas Public High School including credits in both P.E. and Fine Arts. Students in band for four years at DeSoto High School will earn the equivalent of two credits of P.E. and two credits of fine arts. Students enrolled in electives other than band have to find room in their schedule for P.E. and fine arts courses. On the other hand, students in the band will have room in their schedules for additional advanced courses of their own choice. One can easily see that those students in band who plan to attend college have a real advantage over those students not in band.

## **PRIVATE LESSON PROGRAM**

This is a district wide program that provides a high quality of enhancement to classroom instruction. Teachers are all specialists on their instrument. Most of our teachers are professional musicians in the DFW area, and have advanced degrees in the performance of their instruments. Lessons are extremely valuable to the individual student and are highly encouraged.

1. Students playing a school owned instrument are required to take private lessons.
2. Students in the Wind Symphony are required to take private lessons (unless there is a particular situation that will not allow the student to take lessons – please communicate with the directors).
3. Students in Symphonic Band and Concert Band are strongly **ENCOURAGED** to take individualized private instruction.
4. Teachers are provided by the district.
5. Lessons will be given weekly.
6. More detailed information will be available on the private lesson program when school begins.

## **TRAVEL GUIDELINES**

### **BUS RULES**

Each year we anticipate having over 180 Eagle Band & Color Guard students, adult chaperones, and directors traveling to and from various events! It is necessary that each student understands and abides by the rules to facilitate this enormous task in the safest, most efficient way possible.

1. Follow all DISD bus rules posted at the front of each bus and use common sense (pick up all trash, do not sit in the aisles, do not stand while the bus is in motion, only sit two to a seat, etc.).
2. Upon arrival at destination, remain seated until the director or designated adult chaperone has given instructions.

3. Directors, drivers, and chaperones have the authority to assign seating to any of the students on the bus in the event of disciplinary problems or failure to abide by bus rules by any individual(s). If needed, the entire bus convoy will stop to address any misconduct by any student. Please do not be the student that the entire convoy stops for.
4. Leave all buses clean of trash and personal belongings upon return. Each bus will have an assigned bus captain. The captain will check to see if the bus has been cleared of all trash. If not, the bus captain will select students to help clean the bus. If selected to assist in bus cleaning, students should work quickly and efficiently to maximize their time to complete the task successfully.
5. CD players, iPods, and DVD players must be played with headphones on. If one person is allowed to play their music or DVD player loudly, so is everyone else which becomes distracting to the rest of the bus. If needed, please plan ahead and bring necessary splitters to share with the person next to you. The district, school, directors, and band boosters are not responsible in the event of loss or theft. The Band Director (not chaperone) will approve movies brought by students. Plan to bring both VHS tapes and DVD's (you never know what type of media the bus is equipped with ☺).
6. Use common sense! Do not sit in the aisles, sit more than two to a seat, stand while the bus is in motion etc. In addition, do not use flash photography during night time hours. This is a safety issue with the bus driver that can potentially cause an accident. Flash photography during daytime hours will be allowed.
7. Any traveling misconduct will be referred to the DHS Band Directors. Again, if needed, the entire bus convoy will stop to address any misconduct by any student. Please do not be the student that the entire convoy stops for.
8. Remember, have a positive attitude and we will always have a GREAT trip.

## TRIPS

The Band will attend performances/ competitions and educational events outside the DeSoto area. This can be an overnight trip usually consisting of multiple nights. Each student is excused from classes for one (1 or 2) school day(s). Each academically eligible student (See no pass, no play for eligibility rules) is required to participate on these trips as they will be for competition. **Any student will forfeit payments if not eligible.** Prior to the trip, an itinerary is made available to all members and parents which will give all pertinent information concerning the trip. Portions of the fundraising done throughout the year will be used to help offset the cost of trips. The cost of the trip is determined on a yearly basis.

The following is the DISD Trip Regulations for overnight trips taken by musical organizations. We will comply and enforce these regulations, as they are from the DeSoto ISD Administration and approved by the DISD School Board.

1. There will be no boys on girls' floors/rooms or girls on boys' floors/rooms for any reason. Any student violating this rule for any reason will be sent home at the parent's expense.
2. Students are not to be outside of their rooms after curfew for any reason. Students will be given a chaperone's telephone number to call in case of emergency. Any student in violation of this policy will be sent home at the parent's expense.
3. The possession or use of any tobacco products, alcohol products, drugs, chemicals, inhalants or any other intoxicants or mood-altering drugs is prohibited. For any student violating this policy, we will contact the local police department to file a police report, contact the student's parent, and the student will be sent home and referred to his/her campus administrator. The student will be removed from the band or color guard program immediately.

4. Students will turn in all medications to designated chaperone and/or nurse. No medications will be carried by students unless approved, according to DISD Student Code of Conduct.
5. Any property damage will be paid for by the student(s) involved.
6. Students are not to leave an assigned area for any reason or get into any vehicle other than school designated transportation.
7. Any student in violation of local or state laws will be turned over to the local law enforcement authorities. If the student is returned to the organization, he/she will be sent home.
8. Any student who excessively violates trip guidelines will be sent home at the discretion of the band directors.
9. Students will follow all policies set forth in the DHS Handbook and follow common sense and good judgment guidelines. A student may be sent home for failure to use good judgment.
10. Violation of any of the rules listed above may result in permanent removal from the DHS Band at the discretion of the band directors.
11. If a student must be sent home for any reason, the parent/guardian of the student agrees to pay the full cost of the student's return trip to DeSoto, Texas. The parent/guardian of a student in violation of trip rules will provide appropriate information (credit card number, etc) to the school district personnel in order that appropriate return transportation may be purchased.
12. DeSoto High School, the employees of DeSoto ISD, and the DeSoto HS Band Boosters are not responsible for any lost or stolen items.

#### **PROCEDURES FOR SENDING A STUDENT HOME FROM A TRIP**

1. Director will call to obtain the schedule and cost for common carrier transportation (bus, airplane, etc.).
2. Student will make a call home to the parent or guardian. Prior to the student conversing with the parent/guardian, the director will inform the parent/guardian of their child's offense and that they are to be sent home.
3. Parent/guardian will be asked on which common carrier they would prefer their child to be placed for the trip home.
4. Parent/guardian will be informed of the time schedule and cost of the common carrier, which they will pay.
5. Parent/guardian may have the option of coming to pick up their child if they do not want their child to be sent home by common carrier.
6. Student will be immediately separated from the rest of the organization.



# **FINANCES**

## **FAIR SHARE**

### **What is Fair Share?**

The DeSoto Independent School District provides limited financial support for our band program. Their support includes the following:

Directors Salary	Special Event Meals
Uniforms	Large Instruments
Transportation	Special Instruments

Listed below are the expenses that are NOT covered by DeSoto ISD. Fundraising does not cover these expenses sufficiently. Therefore, we have estimated these expenses for the upcoming year and divided these expenses throughout the entire program – band, guard and majorettes.

To avoid having to “nickel and dime” you throughout the year, Fair Share was implemented starting with the 2017-18 school year. Each year, expenses will be reviewed along with the projected number of students to arrive at that year’s Fair Share amount. Some of the items that Fair Share will cover include but are not limited to the following:

Clinicians	Entry Fees	Music
Drill Writer	Equipment	Truck/Gas
Music Arrangement	Contest Meals	Uniform Components
Props	Camps	Banquet

Listed below are the Fair Share costs and payment options. Any funds paid into the student’s Charms account will be applied to Fair Share before going toward any trips. If a student fails a class and becomes ineligible, they are accountable to pay their Fair Share.

Please understand that this concept is not unique to DeSoto and other bands across Texas and the Nation have similar cost structures in place. In fact, many of these programs assess comparable or even higher costs.

It is the sincere desire of the DHS Band that no student be denied access to any band program due to inability to pay, and for that reason, any parent that may have concerns or questions about paying their Fair Share is strongly encouraged to contact the Director of Bands to discuss those concerns.

### **How does Fair Share work?**

The DeSoto High School Band, Guard and Majorettes are extra-curricular activities. There is a minimum amount of money needed for this program to run and succeed. The financial commitment required from each member is called Fair Share.

The Fair Share amount per student is based on the expected total program expenses and the number of participants, offset by fundraising. Because the timing of income and expenses are so closely tied and the programs do not budget a reserve fund to cover revenue shortfalls or extraordinary expenses, the success of the programs is critically dependent on maintaining sufficient cash flow.

The DeSoto High School Band operates based on each student contributing their Fair Share. Fair Share distributes the significant expenses of maintaining the band program equally among all students, including the Band, Guard and Majorettes. Fair Share only covers the budgeted expenses for any given school year. To continue to be successful, each member of the DHS Band must pay their full Fair Share requirement. This is true for all successful band programs in the state and around the country. While most high school bands pay quite a bit more, we have made an effort to keep costs as low as possible while still ensuring we have a quality program.

Parents may take care of their student's Fair Share requirement one of two ways:

1. Pay all of it via cash or credit card at one time.
2. Pay all of it via cash or credit card in installments.

### **Important Fair Share Facts**

1. The Fair Share fiscal year goes from August 1 to July 31.
2. Unpaid balances from any prior year must be made current (brought to zero balance owed) prior to participation in current year.
3. Fair Share payments must be made per the Fair Share Schedule provided above. A student may not be permitted to participate in some activities if their Fair Share account is past due.
4. Fair Share balances roll over year to year. If a student leaves the band program, any Fair Share credit will be forfeited. No refunds or transfers of funds will be provided. A graduating senior with a remaining Fair Share credit may exercise an option to transfer that credit to a sibling currently in or planning to enroll within one year in the DHS Band program.
5. You must actually have money in your Fair Share account to pay related expenses. Credit is not extended in anticipation of earning money from fundraising activities.
6. Fair Share payments must be up to date by the time of each installment or the student will not perform until the Fair Share is up to date!!!
7. Students are **STILL** required to attend and serve the band in other ways, but will not participate in any **PERFORMANCE** until the Fair Share is up to date!
8. Students **WILL** be on **OBLIGATION** for unpaid Fair Share beginning the start of the second Semester. Failure to pay this **OBLIGATION** may result in the student's ability to attend school events, check out textbooks, pick up report cards, or participate in graduation.
9. Fair Share payments are non-refundable. A positive balance in a seniors account will roll over to the general band account or to a sibling underclassman in band.
10. There will be **NO** refunds for overpayment of Fair Share.
11. Fundraising participation (4 event minimum) is a requirement for all program members and their parents. These fundraisers are to include one major event each semester. Failure to comply will result in an increase in the student's individual Fair Share amount.
12. Lack of fundraising efforts will result in an increase of the overall Fair Share amount for the following year.

## **REQUIRED ITEMS**

### **Shoes**

Each member must have properly fitting shoes (marching shoes for band, dance shoes for guard and majorettes). Marching shoe fitting will be done during Registration. If you have a returning student and you think their shoes are acceptable, please bring their old shoes from last year to Summer Band, prior to Registration, for approval from the Director of Bands. Shoe measurements must be made at Registration, so the complete shoe order can arrive before the first football game in August.

Purchases of dance shoes are handled through the Color Guard/Majorette Directors. Fittings are done at the summer rehearsals.

### **Concert Dresses**

Each female band member must have a properly fitting concert dress. If you have a new student or a returning student that does not have their dress, they must be present for measurements. Dress measurements must be made at Registration, so the complete dress order can arrive before the first concert in December.

### **Tuxedos**

Each male must have a pleated tuxedo shirt and black bow tie. If your tuxedo shirt from middle school still fits, that is fine. Tuxedos will be checked out to the boys in November. They are responsible for taking care of the tuxedos. There is not a fee for the tuxedo, but please be sure to have it dry cleaned before concerts, UIL and the band trip. Tuxedos must be turned in the night of the graduation performance.

## **OTHER EXPENSES**

### **Miscellaneous Items**

Fair Share does not include everything necessary to participate in the band program. These items are to be purchased in addition to paying the Fair Share amount. Some of the items that Fair Share does not cover include but are not limited to the following:

Partial Guard Uniform	Trips	Socks	Flip Charts
Partial Majorette Uniform	Private Lessons	Reeds	Spirit Wear
Partial Winterguard	Spandex Shorts	Valve Oil	

### **Replacement Items**

Replacement Items are not included in Fair Share - Shoes, Polo, T-Shirts, Gloves, Pants/Bodywear, Bags, Water Jugs, Sticks/Mallets, etc.

If new or returning members have lost or damaged an item, a new one needs to be ordered. Members may order additional items if they would like more than one of any item. Payment for these expenses is due before or at Registration.

**Note:** If your child is removed from the band program for any reason, forfeits their position on the team, changes schools, or becomes academically ineligible, the DHS Band cannot supply any refunds after payments have been received and/or processed since contracts and agreements are required for items to be delivered.

## **Band Trips**

The band usually travels out of town to compete in a concert festival during the spring.

Students are responsible for raising money for special band trips. All band students are expected to travel on the trip. Details about the spring trip will be available during the fall. Students may either pay for their trip cost on their own, or they can pay using money raised from the many fundraising activities offered.

The total cost of each trip, which includes transportation, lodging, meals, and some entertainment, is divided by the number of band students attending. The trip fee is collected from each student, usually in installment payments, prior to the trip.

## **PAYMENTS**

The DeSoto Band accepts payment in the form of cash, money order or credit card. Credit Card payments can be made online through Charms at any time but they can only be made online. Please allow a minimum of 48 hours for payments to post.

***Personal checks are NOT accepted.***

There is a “Charms drop box” located in the music library on the wall next to the door. This is a secure lock box. **We cannot be responsible for payments that do not reach us, so please do not give your payment to a director or any other school official.** If you are paying in person, please place your payment in an envelope before dropping it the box.

Please write the student's name, purpose of the payment and the amount on each envelope. If you need an electronic receipt, please indicate this with your payment. Envelopes are provided on the drop box if you need one.

Fair Share must be paid before Registration at the beginning of each school year (during the summer) and covers expenses associated with the fall marching band and spring concert band seasons.

- Fair Share must be paid in full or by the payment schedule prior to the first day of summer band.
- Failure to pay Fair Share in a timely manner can result in forfeiture of items received.
- Failure to pay Fair Share in a timely manner may result in the loss of student’s performance privileges at the director’s discretion.
- Failure to pay Fair Share as outlined will result in a hold being placed on the student’s grade and affect seniors’ ability to participate in graduation ceremonies.
- Contact the Director of Bands with any specific concerns.

## Fundraising

Fundraising is a major component of keeping the Fair Share amount reasonable for everyone. All program members and their parents are required to participate in two fundraising events per semester for a total of four events a year. These fundraisers are to include one major event each semester. Failure to comply will result in an increase in the student's individual Fair Share amount.

<b>Fundraiser</b>	<b>Semester</b>	<b>Type</b>
Eagle Concessions	Fall	Regular
Classic Marching Competition	Fall	<b>Major</b> - Required
Nut Sales	Fall	Regular
Solo & Ensemble	Spring	<b>Major</b> - Required
Twirling Contest	Spring	Regular

Other fundraising opportunities such as candy sales, car washes, dining for donations, etc. will be available throughout the year. Participation in these events also counts towards each student's fundraising requirements. Fundraising event suggestions are welcome from anyone. Please contact the Fundraising Chair, any board member or a director if you have a fundraiser idea.

Lack of fundraising efforts will result in an increase of the overall Fair Share amount for the following year.

All monies raised during designated fundraising activities belong first to the organization and second to student's Charms account. If a student withdraws or is removed from the band program, any money earned through fundraisers will become part of the band general fund. Upon leaving the band program, any student funds remaining in an individual's Charms account will go into the band general fund unless they have a sibling in the program. These funds cannot be designated to any other student(s) with the exception of a sibling in the band program.

Many of the fundraisers generate funds that benefit the band general fund. Other fundraisers generate funds that can be attributable to a student's Charms account.

Charms keeps a record of fundraising dollars "earned" by the student, the student's parents, or others to meet financial obligations. This record begins the date that the student enters the band program and ends on the date that the student leaves the band program for any reason (graduation, transfer to another school, or other reason). Carryover of excess fundraising balances is permitted from year to year as long as the student remains in the band program. If sufficient funds have not been paid or earned to cover all expenses, the amounts owed to the Band program will carryover as well. Students and families are expected to pay the balance due with cash or money order.

Fundraising amounts may not be used to acquire items that remain in the personal possession of any individual – student, student family member, or anyone.

The IRS has a strict rule against private inurement "the transfer of any of the organization's assets to, or for the benefit of, an individual for a nonexempt purpose." Therefore, individuals may not control any fundraising accounts set-up in their name, nor may they withdraw funds from the "account" to use as they wish. The tax-exempt organization must, at all times, determine how its funds, even funds credited to an individual with respect to their fundraising efforts, are used. Moreover, all funds must be used for the organization's tax-exempt purposes.

Charms accounts are credit accounts, not savings accounts and are prohibited by the IRS from giving funds directly to students or their parents. All fundraising income credited to a student's Charms account remains income to the respective "not-for-profit" booster organization and is therefore non-taxable.

### **Raising Funds for Other Students**

Normally, all funds raised during bands club sponsored fundraising activities are posted to the account of immediate family members of the fundraiser.

From time to time, students or their families may wish to contribute to the fundraising efforts of other band members who are not in the immediate family of the fundraiser. This is allowed as long as the following guidelines are followed:

- The fundraiser declares to the record-keeper for the event (or event coordinator) that the fundraiser is working for a non-family member. Such declaration must be made before the fundraising event starts. If no declaration is made, it is assumed that the fundraiser is working for the account of an immediate family member.
- Details of the amount and source of funds credited to the account of a non-related band member will not be reported to the donor or recipient, but will be reported to the Treasurer, fundraising chairperson, or event coordinator as appropriate.

### **Charms Accounts**

Each band student has a Charms Account. This account is used for all sorts of activities, one of which is to track your financial information. You can check your Charms account and keep current with your balance. You can access it at any time. You will see a detailed accounting of all the charges accessed, any payments made and any fundraising credits. It also tracks trip installments and any other miscellaneous charges.

### **Contributions**

Contributions may be made in any of the following ways:

Payment from personal funds

Allocations from fundraising activities

Transfer of balance from other family member

### **Deductions**

Deductions from student accounts are made to satisfy charges allocated to the student for band activities. Funds are used by students to offset expenses for the following.

- Fair Share
- Miscellaneous items
- Replacement items
- Spring trip
- Parent chaperones

**\* Sufficient funds must reside in the student's Charms account prior to Summer Band in August. Fair Share does not operate on a "pay as you go basis".**

Charms account funds may be used to cover expenses for chaperones when these expenses are authorized and necessary for band activities. Deductions may not be made for expenses of persons not performing official duties for the band as authorized in advance by the Boosters Club or its Executive Committee.

At no time may students or their families direct the Treasurer to disburse funds to them or on their behalf unless: 1.) Expenditure is authorized by the Boosters Club or its Executive Committee, or 2.) Funds to be disbursed consist solely of contributions made to the account from excess cash contributions that school year. The Boosters Club or its Executive Committee at no time should authorize reimbursement of individual expenses unless the business purpose of such expenditures is clearly documented and such expenditure is authorized in advance.

At all times, the guiding principles for authorization of expenditures should be adherence to tax regulations regarding allowable business expenses and consistency with accomplishing the stated goals of the Boosters Club and the associated bands programs.

Funds that individual students earn will be handled as follows:

- Monies that students contribute from grades 9-12 will remain in their Charms account until graduation provided they remain active in band.
- The Band Director will notify the Band Booster organization of students who have dropped Band or who have moved from the district. These monies will be transferred to the band general fund.
- Monies remaining in Senior accounts upon graduation will automatically transfer to the band general fund unless a written request for transfer to a siblings account (8th Grade and up) is received by the Treasurer before the end of May of the graduating year.

Accumulated funds can be used for approved band related fees.

## **TRANFERS OF FUNDS**

### **Other Organizations**

Under no circumstances may funds be transferred to another booster club or to any other organization – profit or non-profit – even if that organization is sponsored by DeSoto High School.

### **Other Students**

Transfer of funds between student accounts of non-related band members is not permitted. If a student leaves the band because of graduation, transfer, or for any other reason, the balance remaining in the student's Charms account will be transferred to the band general fund.

One exception to this policy is the parent or guardian of the departing student may request that the balance in the student's account be transferred to a sibling who lives in the same household. The transfer may be made for a current band member, or for a family member who is expected to participate in the band program at a future date, within one year. If the student does not enroll in the band program within a year, the excess funds will be released to the band general fund.

## **REFUND OF FUNDS**

Due to the nature of the Band program and its activities, payments or credits are generally non-refundable.

### **Refunds of Fundraising**

To remain in compliance with Internal Revenue Service mandates, no money earned through fundraising will be refunded. All funds belong to the DeSoto Band. Funds raised through fundraisers will not be refunded to any student for any reason. Any student who is removed or withdraws from the band program will forfeit all deposited funds.

### **Refunds of Direct Cash Contributions**

At the end of each school year, excess balances in Charms accounts for students who are leaving the band program may be refunded to bands club members if the excess funds were the result of payments received in cash during that school year. May 31 will be the deadline for requesting refunds of excess cash contributions for the current year. Refunds of five dollar or less will not be made.

Refund requests must be made to the Treasurer in writing from the parent or guardian and contain the refund amount and mailing information. No refunds will be issued for excess cash contributions from prior years. If no request for a refund is made by the deadline, the entire excess balance will be rolled over to the band general fund.



# LETTER JACKET CRITERIA

## DeSoto High School Band Awards Points

A student may earn his/her letter jacket by accumulating a total of fourteen (14) points using the point system listed below. These points may be earned in one year or simply accumulated over all four years while in high school band. If a student has not acquired the necessary points by the end of his/her junior year, he/she will automatically be awarded a jacket during his/her senior year while in band. This jacket will be awarded with the assumption that the student will remain in band throughout their entire senior year. Failure to do so will result in the forfeiture of said letterman jacket. All students who successfully complete a year in the band program will be awarded a letter. Bars on the letter will mark the number of years in the band program.

- 1 Successful Completion of the Wind Ensemble
- 3 All-Region Band placement
- 4 All-Area Band placement
- \*\* All-State Band selection (you will receive a letter jacket automatically)
- 3 All-Region Orchestra placement
- \*\* All-State Orchestra placement (you will receive a letter jacket automatically)
- 3 All-Region Jazz Band placements
- 5 All-State Jazz Band placement
- 2 Successful Completion of Marching Band \*
- 4 Advancement and Performance at the UIL State Marching Band Contest
- 2 First Division Class I solo at UIL S & E Contest
- 2 First Division Class I ensemble at UIL S & E Contest
- 1 First Division Class II solo at UIL S & E Contest
- 1 First Division Class II ensemble at UIL S & E Contest
- 1 Second Division on solo at the TSSEC
- 3 First Division on solo at the TSSEC
- 1 Second Division on ensemble at the TSSEC
- 2 First Division on ensemble at the TSSEC
- 3 First Place DeSoto HS Band Concerto Contest

### Parent/Guardian Participation Criteria

Each year every family must meet this requirement in order for the student to qualify for a Letter Jacket as well. If there are circumstances that prevent meeting this criterion, it must be agreed upon and an alternate plan must be in place with the Director of Bands. This will be handled on a case by case basis.

- Attend at least 7 Band Booster Meetings throughout the year. (Beginning July of each school year)
- Participate (help out/work) in at least 5 events in which the band is involved. This includes but is not limited to: football games, band contests, band trips, banquet, etc. There are SEVERAL opportunities in which this criterion can be met.
- All band fees (Fair Share) must be paid in full in order to receive an award jacket.

### 14 Total Points = Awards Jacket

- Students must have 14 points to be considered and sized for Awards Jacket.
- Parent involvement criterion must be met even if 14 points are accumulated.
- Students that do not have enough awards points may not be sized for their awards jacket and will have to wait for the next letter jacket sizing opportunity during the school year.
- \*To receive this credit, students must be present for all rehearsals and performances for the duration of the season. Please be sure to schedule doctor appointments and similar activities when there is no rehearsal planned.

# INTERNET ETIQUETTE

The DHS band staff teaches many musical concepts and skills to the students, but there is more to a great band program than music. We are working towards creating a first-class organization in all aspects of the program. We tell the students that they represent not only themselves but also the entire program because we are a TEAM. Any actions taken by individual students will reflect on the program as a whole either positively or negatively. There can be a bit of confusion and some misinformation at times throughout the year. Rumors often begin spreading through the program and eventually end up being posted online. Many of the comments are sometimes inappropriate and can offend several band students and the directors. The offenders often believe it is okay to “trash” the band and the directors because it is “private” for them and their 300 or so friends who in turn have their friends. We ask the students, “What message are you sending to your friends regarding this program?” We obtained the following information from the L.D. Bell HS band a few years ago:

*“There are an abundance of newsgroups and bulletin boards peopled by band students and parents. These sites are a great way to hear about what bands are doing around the country. One of the most popular is the BOA website. Though entertaining, these places are littered with posts that reflect poorly on individuals and organizations. It’s obvious that many people either don’t realize or don’t care that their personal thoughts, when subjective or inflammatory, reflect on their entire group. Unfortunately, we’ve had incidents where someone from Bell posted something they thought innocent, but it upset others when taken a certain way and drew criticism. Even when not intended, this is embarrassing. The safest way to avoid criticism or scrutiny is NOT to post. However, if you choose to post comments, remember that you are speaking on behalf of the entire L.D. Bell Band, and we want to continue our first-class reputation. This goes for students and parents.”*

The internet is the **WORLD WIDE WEB!** There is no true privacy on the internet. Someone else is going to see what you said when you post. If a student or parent wants to express ideas privately, the internet is not the place to do it. The students, in general, are doing so many great things. The problems with online use are small right now, but it is a virus. When negativity is spread to someone else, the virus has spread. Negative comments affect the morale of the organization. We are all here for the same purpose: we want the DHS Band Program to be as **SUCCESSFUL** as possible. We encourage you to continue to be positive with the students, directors, and each other.

## Young Adult “Invincibility”. Actions Have Consequences

- **Auto Safety:**

Slow down, be aware, your job is to drive (not to change the song on your device, etc.).

- **Internet Safety/Etiquette:**

Your picture, name, and location open you up to predators. Remember that nothing in life is free, so you are paying a price for these “free” services and are being used. When you participate in the drama, you are only helping these companies and their sponsors.

Corporations do not use Xangas, MySpace, Facebook, or Twitter as a form of communication in the workplace. People talk to people (even when they don’t agree, get along, etc.) – give it a try!

- **Pranks:**

- Pranks – vandalism and trespassing. These are illegal.
- Fun can be had without having it at the expense of others.

- **Alcohol/Drugs:**

Drugs are harmful and *illegal*. It is illegal to consume alcohol before the age of 21. Known use will affect your time in the band program as it relates to leadership and band placement.

- **Rumors**

Take your information to someone who can help solve the problem, or it is wise keep it to yourself. Negative bonding is quick and “easy”. This should demonstrate to you that it is not worth the while. Hurting others just to be the “bringer of information” and attempt to impress others with your “knowledge” is generally seen as petty and selfish.

**Fitting in while being unique is truly a difficult endeavor as a young adult.**

Remember..... *Intent is desire without true mental commitment to the outcome*. Many times we don't “mean” to drive poorly, post without thought, or hurt other people. Be sure to think through your actions so that your desired outcome is not clouded by backfiring “intentions”.

## EAGLE BAND PARENT'S "DO'S" AND "DON'TS"

<b>DO</b>	Call them "plumes".	<b>DON'T</b>	Call them feathers!
<b>DO</b>	Bring or make sure your student is early to rehearsals - - not just on time.	<b>DON'T</b>	Cause your student to do push-ups for being late unless you believe that they need the added exercise.
<b>DO</b>	Come early to watch a marching rehearsal	<b>DON'T</b>	Miss out on knowing the hard work lying beneath a winning performance.
<b>DO</b>	Interact with other parents - - find out what grade their child is in...instrument.,etc	<b>DON'T</b>	Stay to yourself and later complain that there are too many parent <b>cliques</b> .
<b>DO</b>	Attend Monthly Band Booster Meetings - - yes, there are meetings outside of marching season, and <b>check the band website for changes</b> .	<b>DON'T</b>	<b>Assume</b> that your student is going to remember to tell you everything that is going on, or <b>assume</b> that someone in the communications committee is going to call or e-mail you to give you the highlights of the meeting.
<b>DO</b>	Wear your band booster shirt – or school Colors – to the football games/competitions or other events where the band is appearing	<b>DON'T</b>	Wear blue, purple, or PINK, colors - <b>ESPECIALLY</b> when we are competing against them! !
<b>DO</b>	Come to the football games and find the other band parents and sit in the stadium with them.	<b>DON'T</b>	Stay at home watching 20/20 or Dateline on Friday nights. Set your VCR or DVR!
<b>DO</b>	Support the organization at all football games and performances	<b>DON'T</b>	Approach the kids or staff while they are working/performing. They are at the games to support the entire school. Save the compliments for when they arrive home.
<b>DO</b>	Follow the band buses and equipment truck in a carpool caravan to an event	<b>DON'T</b>	Worry about being there "too early". Warm-up and preparation is part of the fun.
<b>DO</b>	Volunteer for Band events, committees, fundraisers, etc.	<b>DON'T</b>	Let a few carry the load. The more the merrier and the quicker the job.
<b>DO</b>	Holler and yell for the football team at games	<b>DON'T</b>	Sit quietly and frown at the fools hollering and yelling their heads off!
<b>DO</b>	Find out where your student is going after the football games. Get a group of parents together – go to the same place. Make an after-the-game wind-down part of your fun	<b>DON'T</b>	Go home and worry about where your student is and what time they will be home that night.
<b>DO</b>	Come and support your student and band directors at marching competitions	<b>DON'T</b>	Assume that the kids aren't nervous and don't need any support. In spite of what they might say, they do!
<b>DO</b>	Stand up, yell and holler when the <b>EAGLE BAND</b> is introduced	<b>DON'T</b>	Be embarrassed to show pride in your child's school and band, and what he or she is doing.
<b>DO</b>	Applaud politely for the other bands	<b>DON'T</b>	Boo and hiss and make snide remarks. Another band parent may be within hearing distance!!
<b>DO</b>	Pick up your student <b>on time</b> after rehearsals, games, competitions etc.	<b>DON'T</b>	Expect the Band Directors to stay any later than necessary – remember they've had a long day too and want to go home also.
<b>DO</b>	Ask your student to practice <u>and</u> play for you.	<b>DON'T</b>	Assume that the band sounds as good as it does just by practicing at school.
<b>DO</b>	Submit to the Band website your pictures, ideas, and videos.	<b>DON'T</b>	Be shy. We do not want any student to be upset if they are inadvertently left off of the website.
<b>DO</b>	Treat the other parents and all of the students as family – because that is what we are - - a Band Family.	<b>DON'T</b>	Miss out. Participate in all of our Family functions. – Games, concerts, contests, fund raisers, and social events!! <b>REMEMBER</b> we are here for our kids and band and not to glorify ourselves.

# DESOTO HIGH SCHOOL EAGLE BAND

## HANDBOOK POLICY ACKNOWLEDGEMENTS

\_\_\_\_\_ I have read the entire Eagle Band Student/Parent Handbook and I am responsible for being aware of all of its contents. In particular, I have read the Conduct Guidelines, Course Requirements, Eligibility - No Pass, No Play, Course Credit, Travel Guidelines, Sending A Student Home From A Trip, Finances, and Rehearsal Expectations.

\_\_\_\_\_ I have read and understand the Letter Jacket Criteria and understand my role as a parent/guardian in regards to my child earning a Letter Jacket.

\_\_\_\_\_ I understand that the Director of Bands may adjust the rules, regulations, policy, and procedures listed in this handbook for the betterment, safety, growth, and needs of the entire organization. Written notice will be given to each student in the event any changes are made. It will be the student's responsibility to relay this information to their parent/guardian. I understand that the decisions of the Director of Bands are final.

**Please initial above and sign below**

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

Student Printed Name \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_