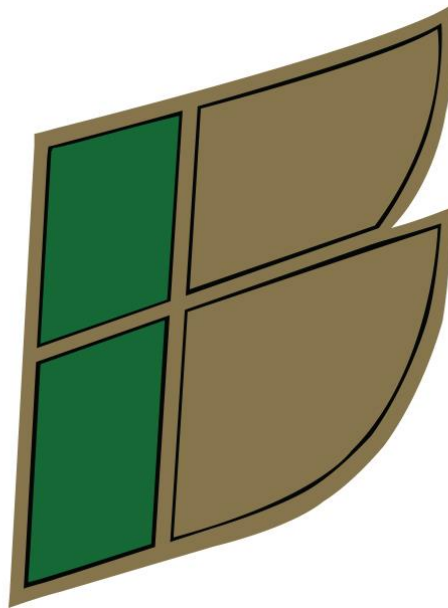


BIRDVILLE HIGH SCHOOL

BAND HANDBOOK

2017-2018



www.mightyhawkband.com

**BIRDVILLE HIGH SCHOOL BAND
HANDBOOK
2017-2018**

The following handbook is provided to help insure that the band program will be an enjoyable and rewarding educational experience for all its members. Clear expectations that are established at the beginning of each school year will help make that possible. This handbook contains information about the general rules and regulations of the program along with academic rules, UIL rules for competition, school owned equipment, individual equipment, concert bands, private lessons, band hall policies, uniform procedures, attendance policies and calendars.

Please do not be overwhelmed by the following information, especially if you are new to the program. The band experience should be a positive one, and this can be achieved through cooperative teamwork among directors, parents and band members.

Our organization can only reach its full potential with the active support of the band member's parents. There are several ways in which you can provide support and encouragement for your child: attending performances, encouraging home practice, providing private lessons, and participating in the BUBB fundraisers.

The Parent and Student signature on the bottom of this form indicates that you have read and are familiar with the contents of this handbook.

We are looking forward to a great year!

Mighty Hawk Band Directors,

| | | |
|------------------|--|--------------|
| Mike Cheripka | mike.cheripka@birdvilleschools.net | 817-547-8041 |
| Jeremy Hackworth | Jeremy.Hackworth@birdvilleschools.net | 817-547-8341 |
| Sarah Chang | Sarah.Chang@birdvilleschools.net | 817-547-8395 |
| James Figueredo | James.Figueredo@birdvilleschools.net | 817-547-8047 |

I have read and understand the Birdville High School Band Handbook and will abide by its rules, regulations, and expectations.

Student's Last Name, First (Print)

Student's Signature and Date

Parent's Name (Print)

Parent's Signature and Date

Please return only the cover page to a band director as soon as possible

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BIRDVILLE HIGH SCHOOL BAND HANDBOOK

I. RULES AND REGULATIONS

A. GENERAL EXPECTATIONS

1. Conduct: Band students are to conduct themselves properly at all times. Displays of temper, profanity and/or flagrant violations of school rules will not be tolerated. Any behavior deemed unsatisfactory may result in disciplinary action at the administrative level
2. Attendance: Please refer to VI. - Attendance.
3. Deadlines: It is essential for students to comply with deadlines concerning due dates for forms, payments and assignments. Failure to observe deadlines may result in a loss of opportunity for the students involved.
4. Travel: It should be understood by both parent and student that the performing/competition bands will be involved in out-of-district traveling. This will result in overnight trips for some competitive events (students who wish to participate in these bands are expected to travel). Fund raising activities will be designed and provided to assist students in earning funds. The fund raisers are not required, but are created to help both the student and Band Booster Club.
5. Band Fees: Students must keep their fee accounts current in accordance with the schedule of payment dates throughout the school year. The band program pays many costs in advance on the students' behalf for entry fees, festivals, hotels, music companies, staff, clinicians, etc. ***For this reason, there can be no refunds due to ineligibility or change of schedule. Parents of any student with financial difficulty must contact a director in advance of any due date to set up a payment plan for an extension.***

B. TRAVEL

1. All band members represent the school and community and are expected to conduct themselves in a manner in keeping with the following regulations when traveling in or out of the district.
2. Be on time for all trips, rehearsals, meetings, check-ins, curfews, etc.
3. Dress as directed in a neat, conservative manner in accordance with BISS dress code.
4. Be mannerly.
5. Avoid excessive noise on the buses.
6. Keep hands and all other body parts inside the bus.
7. Stay on the same bus, both going and coming, that you were assigned to.
8. Help return all equipment to its proper storage place upon returning to school.
9. The "Emergency Medical Form" is due before you may travel with the band.
10. When traveling with the band, students must go and return with the entire group. Students may not travel in a private vehicle.
11. In the event of an emergency, a student may be released to a parent or guardian.

C. ACADEMIC ELIGIBILITY (“No Pass No Play”)

1. A student who is enrolled in a school district in Texas or participates in a UIL competition will be suspended from participation in any extracurricular activity sponsored or sanctioned by the school district or the UIL after a grade evaluation period (six weeks grade reporting period) in which the student received a grade lower than the equivalent of 70 on a scale of 100 in any academic class. Classes identified as honors or advanced placement (AP) classes are exempt from this rule.
2. A suspension continues for three weeks, at which time the student’s teacher shall review the grade of the suspended student. At the time of the review, the suspension is removed if the student’s grades in all classes, other than an identified advanced or honors class, is equal to or greater than a 70 on a scale of 100.
3. Band students are expected to maintain passing grades in all of their classes in order to maintain academic eligibility to perform with the band.

D. SCHOOL OWNED INSTRUMENTS

1. Purpose: School owned instruments are furnished by the school district to provide proper instrumentation for the bands and to avoid large expenditures by the parents.
2. School Owned Instruments are: Piccolo, Oboe, English horn, Bassoon, Bass Clarinet, Tenor Saxophone, Bari Saxophone, French Horn, Bass Trombone, Euphonium, Tuba, Percussion.
3. Instrument Use fee: Students using a school owed instruments will be charged \$50 **per semester** of usage (not to exceed \$100 per year) to cover normal wear and tear repairs and cleaning of the instrument.
4. Student responsibility:
 - a) Storage: All equipment and materials must be kept in their proper storage location when not in use
 - b) Maintenance: Minor, routine repair is the ongoing responsibility of the student who uses the instrument
 - c) Damage: Equipment is to be used, not abused. Damages caused by fire, theft, accident, or abuse will be charged to the student.
 - d) Insurance: BISD does not provide insurance for individually owned or school owned equipment.

E. INDIVIDUAL EQUIPMENT

1. Uniform parts: Students will be required to purchase some materials for their uniform such as shoes, socks, tuxedo shirt, bow tie, colorguard costume, etc.
2. Instrument accessories: Students will be required to purchase some materials necessary for their instrument such as reeds, oil, grease, mouthpieces, etc. This will be counted as a weekly participation grade.
3. Percussion Instrument Accessories: 1 pair IP James Campbell or Lalo Davila concert snare sticks, 1 Pair Innovative Percussion CT-2 Timpani Mallets, 1 pair IP 906 or Malletech Becker blue Xylophone Mallets, 2 pair IP 240 for Marimba, Stick bag, Practice pad, Metronome.

F. BAND HALL POLICIES

1. A clean, well-kept band hall demonstrates pride toward our band. Please do your part to keep your band hall clean.
2. No food, drink, gum, etc. in the band hall.
3. Do not touch, handle, borrow or use anyone else's instrument, uniform, or personal belongings.
4. Do not touch or operate any school-owned equipment – especially the stereo equipment, metronome, tuner, and speaker system without director permission.
5. Do not deface or mark on in any way music stands or walls, etc.
6. Keep your instrument case in your assigned band locker during rehearsals.
7. Close the door to your instrument locker before, during and after rehearsals.
8. After rehearsal, stack the chairs and rack the stands.
9. If you enter or leave the band hall during a rehearsal, move quietly and do not allow doors to slam.
10. Non-band students should not enter the band hall. Please be careful to advise your friends of this policy.
11. All valuables and personal items must BE KEPT LOCKED IN YOUR LOCKER

G. PERFORMANCE DAY MEALS

1. On the day of an away football game, the band will provide a meal for the students. On these days students will need to remain on campus until dismissal. These meals are a part of your registration fee.
2. On non-school performance days, specific instructions will be provided regarding meals.

H. BISD LETTER JACKETS

1. Students are eligible to be fitted for an award jacket upon completion of one of the following criteria:
 - a) Audition and be selected to the All-Region Band (does not include the Freshman Band)
 - b) Participate in four (4) UIL contests (winter guard state championship or WGI championship may be substituted for Color Guard. In years when the Winter Guard does not compete in NTCA or WGI, the director may approve eligible participation in another final performance of the winter season for letter jacket credit).
 - c) All enrolled senior band members who have not been awarded a letter jacket from another activity.
2. Students will be measured during summer band upon the completion of the designated criteria. Jackets will be delivered in the fall semester. BISD will pay for the letter jacket and the band letter. Students will be responsible for any patches they wish to purchase. **In order for the district to plan the budget, students will only be measured and fitted for jackets one time during the year.**
3. Students receiving an award jacket or letter must be a member of the organization at the time that the jacket or letter is delivered.

I. MARCHING UNIFORMS

1. Provided by BISD: Jacket, pants, gauntlets, hat, plume
2. Provided by student: black marching shoes, black socks
3. Wearing the uniform
 - a) Always wear and treat your uniform with pride and respect. The uniform should be **worn as a complete unit at all times when in public**. The only exceptions to this will be when a director instructs you that you may remove your hat or coat. You will be required to wear your *clean* show shirt under your uniform so that you may remove your coat when instructed. Form fitting shorts need to be worn under the uniform pants. Boxers and athletic shorts are not acceptable.
 - b) During cold weather, you will need to layer warm clothes underneath the uniform so that your uniform is visible to the public at all times. Jackets and blankets are not permitted. Exceptions to this rule will be made during extreme temperatures.
 - c) Plumes are fragile and should not be touched at any time. Uniform committee parents will place the plume in your hat as you enter the field for performance.
 - d) You must wear the official black band shoes and black socks (student purchases). Socks must be ankle length high.
 - e) When in uniform, no jewelry or hair ribbons are permitted. Nail polish is not acceptable. This contributes to the overall uniform appearance of the band, both on and off the field.
 - f) Band students with longer hair will need to put it up under their hat during performances. Absolutely no hair should be visible or touching the collar.
 - g) Facial hair is not permitted with the uniform.
 - h) The hat should never be worn backwards, and should only be carried as instructed.
 - i) When the hats are being worn, there is to be absolutely no talking.
 - j) Running is inappropriate when in uniform.
4. Alterations
 - a) *Never* cut any material from the band uniform.
 - b) Uniform committee members will hem your pants so that the crease does not “break” when you are standing straight up with your BAND SHOES on.
 - c) The pant leg should come to the top of the band shoe.
5. Uniform care
 - a) Band uniforms are issued directly prior to a performance and turned in immediately after the performance.
 - b) Students will be held financially responsible for the appearance and care of the uniform.
 - c) Keep the zipper up to retain the shape of the coat. Always hang the pants by the crease.
 - d) **KNOW YOUR UNIFORM NUMBERS. MEMORIZE THEM OR WRITE THEM DOWN IN A SAFE PLACE!**
6. Inspection: Prior to every performance of the marching band, there will be an inspection to make sure the uniform has been handled properly and is being worn correctly.

J. CONCERT UNIFORM

1. Provided by BISD
 - a) Boys: Tux jacket and pants
 - b) Girls: Black dress
2. Provided by students:
 - a) Boys: Black dress shoes, black socks, tux shirt, cummerbund, bow tie
 - b) Girls: Black closed-toe dress shoes, black hose, pearl necklace

K. CALENDARS

1. A listing of the major BHS Band Events for the coming school year is provided during Summer Band and is always available electronically on the band website as well as on the CHARMS website.

L. STUDENT LEADERSHIP

1. Officers
 - a) *President*
 - b) Vice President
 - c) Secretary
 - d) Historian
 - e) Class Representatives
2. Marching Band Leaders
 - a) Drum Majors
 - b) Sections Leaders
3. Appointed Leaders
 - a) Head Quartermaster
 - b) Head Librarian

M. WEBSITE

1. www.mightyhawkband.com is the official web site for the Birdville High School Band program. Refer to this site often to obtain important information, announcements and calendar updates.
2. **CHARMS** is an online data information and communication website. Please use this site for handouts, calendars, MP3 files, payment accuracy, and payment information. Make sure that your information is up to date so that communication between the directors and students is readily available. Log on to www.charmsoffice.com and use HAWKBAND as the user name. Your password is your student ID number.

N. NOTIFICATION:

Director email information: Please make every effort to communicate via email rather than a phone message. It is much easier for the directors to check email messages between rehearsals than phone messages. If you prefer to visit by phone, please email us the best phone number to reach you and will call you at our first opportunity.

Mike Cheripka / Director of Bands

Mike.Cheripka@birdvilleschools.net

Jeremy Hackworth / Associate Band Director

Jeremy.Hackworth@birdvilleschools.net

Sarah Chang / Assistant Band Director / Color Guard

Sarah.Chang@birdvilleschools.net

James Figueredo / Assistant Band Director / Percussion

James.Figueredo@birdvilleschools.net

II. MARCHING SEASON

A. MARCHING BAND ROSTER

1. All band students who are members of Wind Ensemble, Symphonic Band, Concert Band as well as Colorguard and Percussion Programs are expected to participate in the Marching Band.
2. The Mighty Hawk Marching Band is the largest performing group at Birdville High School. The band performs at all varsity football games, contests, pep rallies, and occasional guest appearances.
3. Once a student has been accepted into the marching band, he/she must abide with the policies in this handbook and maintain passing grades in order to qualify for marching performances.
4. A doctor's note is required if participation in marching band should be limited due to a physical condition.

B. MARCHING BAND AUDITIONS

1. The Mighty Hawk Band marches a style of show that is designed for a specific number of marchers. Unfortunately, it is impossible to randomly add or delete one or two marchers. This is why it is so important to receive student commitment very early.
2. In order to begin learning our competition show during summer band, we must commit to a specific number of marchers per section in early June. The number we march is based on tryout results, eligibility and required instrumentation.
3. Our major marching competitions take place after the first and second grading periods are complete. We must begin the season with understudies in order to avoid going to important contests with several holes in the marching drill due to student ineligibility.
4. Band students who have met all performance criteria, including grades will attend all performances of the marching band and fully participate when the band performs in the stands and when the band performs the "Spirit Show".
5. During rehearsals, understudies will have an opportunity to shadow a marching spot in the competition show. This will provide the understudy the opportunity to continue improving his or her marching skills.
6. Understudy selection is based upon marching ability, playing ability, attendance, attitude and eligibility.

C. MARCHING BAND REHEARSAL SCHEDULE

1. There are traditionally two band camps; "June Camp" occurring the week after school is out, and "August Camp" beginning August 1st and running to the start of school.
2. Throughout the summer months, there will be a Monday evening rehearsal for all students who are in town. Directors should be notified if a student is going to miss rehearsal due to vacation plans. Attendance will be recorded and unexcused absences may affect marching status.
3. Throughout marching season, rehearsals will be held after school or in the evening with exact times announced prior to the beginning of the school year. There will also be some evening and/or weekend clinics held prior to competitions.

III.

CONCERT SEASON

A. Wind Ensemble

1. The Wind Ensemble is the highest performing/competition band in the program, and is considered a “Varsity Level” activity within the district. The ensemble is made up of the most musically and technically advanced students.
2. This band will have regularly scheduled sectionals throughout the year as well as regularly scheduled full band rehearsals in the spring semester. During the spring semester, this band will begin rehearsal before school. These rehearsals are required. Only other BISD events can be considered as excused absence.
3. Performances will include three concerts as well as the UIL Concert & Sightreading Contest. In addition, the Symphonic Band will perform at one or more festivals.
4. In addition to band performances, Symphonic band members are expected to attend All-Region band music section rehearsals, audition for the All-Region Band, perform in an ensemble at the BISD Ensemble Contest, and perform a solo at the BISD Solo Contest.
5. It is expected that these high achieving musicians participate in the private lesson program.

B. Symphonic Band

1. The Symphonic Band is the second performing/competition band in the program, and is comprised of students with above-average musical and technical skills.
1. This band will have regularly scheduled sectionals throughout the year as well as regularly scheduled full band rehearsals in the spring. These rehearsals are required. Only other BISD events can be considered as excused absence.
2. Performances will include three concerts as well as the UIL Concert & Sightreading Contest. In addition, the Concert Band I may perform at one or more festivals.
3. In addition to band performances, Concert I Band 1st Chair players and current 10th graders are required to attend All-Region Band music sectional rehearsals, and audition for the All-Region Band. All 9th grade students in the Concert I Band are also required to attend the All-Region band music section rehearsals, and audition for the 9th Grade All-Region Band.
4. Concert I members are expected to perform in an ensemble at the BISD Ensemble Contest.
5. 1st Chair members of this band are expected to participate in the private lesson program. All members of this band are strongly encouraged to participate in the private lesson program.

C. Concert Band

1. The Concert Band is the third performing/competition band in the program. This band will focus on the development of musical and technical improvement.
2. This band will have regularly scheduled sectionals throughout the year as well as occasional scheduled full band rehearsals in the fall and the spring.
3. Performances will include three concerts as well as the UIL Concert & Sightreading Contest or a Band Festival.
4. In addition to these performances, Concert II members are expected to perform in an ensemble at the BISD Ensemble Contest. They also will have the option of auditioning for the All Region Band, and the option to perform a solo at the BISD Solo Contest.

D. JAZZ ENSEMBLES

1. Membership in the marching and concert band program is required for anyone interested in auditioning for the Jazz Ensembles, with the possible exceptions of piano, bass and guitar.
2. Instrumentation includes alto, tenor and bari saxes, trumpets, trombones, piano, bass, guitar, drum set, and auxiliary percussion.
3. Performances include three concerts and two or more festivals. There are numerous other community performances throughout the year.
4. Two Jazz Band classes are offered as an elective during the school day. Auditions are required to be selected as a member of either Jazz Band class.

IV. PRIVATE LESSONS

Learning to play an instrument does not end after the sixth grade, but continues as a lifelong study, which requires practice and instruction. Private lessons are strongly encouraged for all band members. The school district has established a private lesson program made up of the finest private teachers in the Dallas/Fort Worth area. All students will greatly benefit from the individual attention that private lessons offer allowing them the opportunity to enhance their performance abilities and knowledge of their instrument and music. Please consult a director for private lesson information.

Private lessons are provided at a low weekly rate of \$18.00 and financial aid is available to students who qualify based on need.

If enrolled in private lessons, it is very important to pay your private teacher in a timely manner. Please be considerate to your private teacher and remember that the money they collect is usually their sole source of district income.

V. LOGISTICS

A. PARKING/DRIVING

1. Student parking: Student vehicles should be parked on the student parking lot, not in the faculty and visitor lot in front of the school. **THIS APPLIES BEFORE, DURING AND AFTER SCHOOL HOURS** as well as **SUMMER BAND**.
2. The speed limit in any BISD facility is **10 miles per hour**.

B. BUS LOADING/UNLOADING ZONE

- a) Buses will always load and unload the band and equipment from the curb in front of the school outside the band hall.
- b) We ask for parents to refrain from parking cars along the curb so the buses and equipment trailers will have safe, unobstructed access to this loading zone.

C. AFTER PERFORMANCE PICK UP PROCEDURE

- a) Return times are approximate, since event timing and traffic are unpredictable. When the band returns from an event, there is a tremendous amount of equipment to be unloaded. Parents are welcome to help; this will allow our loading crew and students to get home earlier.
- b) Please do not pick your son/daughter up from a band event any later than 30 minutes after it is over. Following an evening event a director or parent chaperone will stay until the last student is picked up. Please be considerate of this policy so that they may go home in a timely manner.

D. PERFORMANCE TIMES

Please note that times listed for performances are the actual time of the performance, not the warm-up or report time for the student. The same is also true for rehearsal times. End times are, for example, the times when the practice is over at the marching field. The time it takes a student to walk to the Band Hall and put up equipment will vary. Please allow at 10-15 minutes from the end of a rehearsal before picking up your son/daughter.

VI. ATTENDANCE

A. GENERAL EXPECTATIONS

1. As a member of the Mighty Hawk Marching Band, you have an obligation to your fellow band members to be at all rehearsals on time, be prepared, and have all of your necessary equipment.
2. **ALL BAND EVERNTS ARE REQUIRED** unless noted otherwise. For example, a family trip, church function, scouts, non-school athletic events, doctor's appointments, etc. are not acceptable excuses for missing a band function.

B. ABSENCE/TARDY POLICY

1. An **EXCUSED** absence/tardy will only be granted if the student has notified a band director at least 24 hours in advance. In the case of illness or a sudden emergency, a student should notify a band director as soon as possible. Contact should be made by email (see director contact info in section N). Telling another student is not proper notification.
 - a. Medical emergency or personal sickness or injury
 - b. Death in the family
 - c. Religious holiday
 - d. Approved school function
 - e. Special circumstances that are **pre-approved** by the directors.
2. An absence/tardy will be considered **UNEXCUSED** if a student has not notified a band director in advance. Contact should be made by phone or email (see director contact info in section N).
 - a. Work
 - b. Oversleeping
 - c. Transportation not arranged
 - d. Appointments, such as doctor, dentist, orthodontist
 - e. Family trip
 - f. Church function
 - g. Scouts
 - h. Non-school athletic events
 - i. Tutorials (Students are expected to use non-rehearsal day or times)
 - j. Testing i.e. SAT, PSAT, ACT, etc.
3. Unexcused absences and tardies may result in, but are not limited to:
 - a) Grade reduction
 - b) Loss of performance status
4. Leaving a band event early is unacceptable except in an emergency situation.
5. ANY TIME (Excused or Unexcused) THAT IS MISSED FROM REHEARSAL MUST BE MADE UP OR "GIVEN BACK" TO THE BAND.