

**HIGHLAND PARK MIDDLE SCHOOL  
McCULLOCH INTERMEDIATE SCHOOL  
RAIDER BAND HANDBOOK**

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2019 – 2020



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Lara Whitehouse, Director of Bands

TJ Emsley, Assistant Director

Cindi Sobering, Assistant Director

Corey Parks, Assistant Director

Daniel Reberger, Percussion Director

**Introduction:** Congratulations! You are a member of the MIS/HPMS Raider Band program. The Raider Band is one of the largest student organizations on campus. The Raider Band program has established a wonderful tradition of excellence and we are glad to have you as a part of it!

A student's participation in our band program is beneficial in many ways. Band students are engaged daily in a highly creative performing art that stimulates growth in many areas of the brain. This growth effortlessly translates into a student's academic life. In addition, band students will develop skills and traits such as teamwork, responsibility, dedication, social skills, confidence, and leadership. The goal of our staff is to provide students with an experience that will enrich their lives and help them develop skills that will lead to success in their future endeavors.

**Purpose:** This handbook is provided to help you understand the rules and procedures under which the MIS/HPMS Raider Band program will operate. The staff's goal is that the contents of this handbook will make your experience in the Raider Band program as beneficial as possible.

### **Contact Information:**

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**Communication with parents and students is a high priority for us.** We want to take care of concerns and make every situation the best that we can for each student. Please do not hesitate to contact a director for clarification or concerns.

We will communicate an immense amount of information via e-mail throughout the year. Please keep an updated e-mail address on file with us so that you are able to receive all information that is sent out.

**Student Communication:** Students are encouraged to communicate with directors before concerns become bigger issues! The earlier that we are aware of a situation or conflict, the better we are able to resolve it.

### **The MIS/HPMS Bands**

**Honor Band:** Selection into this group is by audition, director recommendation, and demonstration of academic proficiency. The Honor Band will meet during 6<sup>th</sup> period each day (1:00 PM – 1:52 PM). **Members of this group will have one section rehearsal outside of the school day each week. This schedule is determined during the first week of school. Extensive efforts are made to avoid conflicts with athletic commitments in order to minimize conflicts.** Additional rehearsal or sectionals may be added throughout the year and will always be communicated in advance.

**Honor Band Members are Required to:**

- Prepare for and perform concerts throughout the school year
- Participate in the TMEA All-Region Band process (November)
- Perform at Solo and Ensemble Contest (March)
- Perform at UIL Concert and Sight-Reading Contest (April)
- Perform at Concert Contest (April)

**Symphonic Band:** Selection into this group is by audition and director recommendation. The Symphonic Band will meet during 5<sup>th</sup> period each day (12:00 PM – 12:55 PM). **Members of this group will have one section rehearsal outside of the school day each week. This schedule is determined during the first week of school. Extensive efforts are made to avoid conflicts with athletic commitments in order to minimize conflicts.** Additional rehearsal or sectionals may be added throughout the year and will always be communicated in advance.

**Symphonic Band Members are:**

- Required to prepare for and perform concerts throughout the school year
- Encouraged to participate in the TMEA All-Region Band process (November)
- Required to Perform at Solo and Ensemble Contest (March)
- Required to Perform at UIL Concert and Sight-Reading Contest (March)
- Required to Perform at Concert Contest (April)

**6th Grade Beginning Band:** All 6<sup>th</sup> graders in band are part of the MIS 6<sup>th</sup> Grade Beginning Band. 6<sup>th</sup> grade band students will meet each day in like instrument classes during 3<sup>rd</sup> period (10:48 AM – 11:58 AM). This 70 minute period will be divided into two separate blocks. Students in the first block of time (Block A) will attend PE immediately following their band class. Students in the second block of time (Block B) will attend PE from 10:48 – 11:21 and will then go to their band class. The primary teacher for each class is indicated to the right of the instrument name.

**10:48 AM – 11:21 AM:**

- Flute. [Mrs. Sobering](#)
- Clarinet [Mr. Parks](#)
- Trumpet [Ms. Whitehouse](#)
- Euphonium [Mr. Emsley](#)
- Tuba [Mr. Emsley](#)

**11:25 AM – 11:58 AM:**

- Oboe & Bassoon [Mr. Parks](#)
- Saxophone [Mrs. Sobering](#)
- French Horn [Ms. Whitehouse](#)
- Trombone [Mr. Emsley](#)
- Percussion [Mr. Reberger](#)

**6<sup>th</sup> Grade Band Members are Required to:**

- Prepare for and perform concerts throughout the school year
- Perform at Solo and Ensemble Contest (April)

**\*\*Detailed descriptions and requirements for ALL events will be provided as the year progresses.**

## Grading Guidelines

HPISD band programs have instructional objectives that are derived from the Texas Essential Knowledge and Skills (TEKS). These objectives are aligned to address the academic skills needed for successful performance in the next grade level or course in a sequence of courses.

The grading system is broken down into four categories:

- Performances: concerts, contests, All-Region, Solo & Ensemble, etc.
- Attendance: full band rehearsals, clinics, and sectionals (punctuality to outside of school rehearsals and the student's band class is taken into account).
- Skills: playing assignments (pass-offs), equipment checks, playing/written assignments
- Participation: class/rehearsal contributions and compliance

Band students will receive one grade per 9 weeks that will reflect the average of their graded assignments throughout the quarter.

## Eligibility

All HPISD Bands adhere to the eligibility rules and regulations as stated by TEA, UIL and HPISD. Students participating in band activities must adhere to eligibility requirements. A student shall be suspended from participation in extra-curricular activities sponsored or sanctioned by the school district during the 9 week period following a grade report in which the student received a grade lower than a 70. Loss of eligibility takes effect beginning seven days after the end of the reporting period at the end of the school day. Eligibility may be regained at the end of each 3 week period throughout the following 9 weeks. In order to regain eligibility, students must have a grade of 70 or above in ALL classes. Reinstatement of eligibility begins 7 days after the 3 week progress report period.

The eligibility requirements do not affect activities that are considered curricular components of any course. Examples of these activities are all rehearsals and performances that take place as a regular extension of classroom instruction.

## Attendance Policy

All band students must abide by the MIS/HPMS attendance policy. Students are expected to participate in all events required by their respective ensemble.

**Absences will be excused for the following cases:**

- Death in the family
- Medical emergency or illness
- Religious holiday
- Private lessons during band class
- A director MUST be notified of the absence by a parent

**Absences will be unexcused for the following cases and any similar situations:**

- Family trips
- Personal business or entertainment

**Request for an excused absence:**

- Requests for an excused absence from a performance or required event must be submitted by a written request or parent phone call at least **two weeks prior to the event.**
- In the case of illness or family emergency, an explanatory telephone, e-mail or written note from the parent as soon as possible is appreciated.

**Unexcused Absences:**

- Unexcused absences will adversely affect the student's musical performance, the progress of the band, and his/her band grade
- Attendance is taken into account when determining appropriate band placement.
- Rules for absences apply to the entire rehearsal, before or after school.
- Tardiness to any rehearsals is the same as an unexcused absence for the portion of the missed rehearsal. Consequences will be determined by the length and reason for the tardiness.
- Parents and/or students must make arrangements for transportation of their children to rehearsals, performances and to the band hall when traveling to special events. Lack of transportation will not be an accepted excuse for missing a band function.

**\*Directors reserve the right to review any exceptions to the absence policy (either for or against) depending on individual circumstance.**

### **Conduct Expectations**

Band members will observe all procedures set forth by Highland Park ISD, in addition to the following as they pertain to the instrumental music setting:

- Student will abide by the HPISD Extracurricular Code of Conduct
- Students are expected to conduct themselves in accordance with the MIS/HPMS Student Handbook
- Students will be in their assigned rehearsal area with all necessary equipment when class begins
- Student will follow instructions given by directors
- Students will respect the property of others
- Students will not disrupt rehearsals
- Students will respect and properly care for school and band facilities
- Students will be held to high standards of behavior in accordance with the MIS/HPMS Student Handbook at all ON and OFF campus activities

## Care of Facilities

**Being in the band hall is a privilege and we must treat it as such! It is OUR space and we must respect it!**

Care of our facilities includes but it not limited to:

- No gum, food or drinks are allowed in the band hall except when authorized by a director
- Acts of vandalism or misuse of school property be dealt with appropriately and will not be taken lightly
- Trash should not be left on the band hall floor or in band lockers
- All instruments and materials should be appropriately stored following each rehearsal
- Students not enrolled in the MIS/HPMS band are not allowed in the band hall at any time  
This is essential to both caring for our facility and protecting our instruments, equipment and facility

## Daily Supplies

Each student should bring the following items to ALL rehearsals and/or performances. Other items may be added at the discretion of the directors.

- All issued music
- Pencils and Highlighters (2 sharpened pencils and 3 different colored highlighters)
- Instrument
- All supplies relative to their instrument (reeds, valve oil, etc.)
- Black band binder (provided to students at beginning of school year)
- Korg TM-60 metronome/tuner
- Korg Contact Microphone Pickup
- Other equipment as needed

## District-Owned Instrument

HPISD provides a limited number of instruments for student use. The instruments include the bass clarinet, oboe, bassoon, tenor saxophone, baritone saxophone, French horn, euphonium, tuba, and general percussion equipment. These instruments are provided by the school district due to their expense. **All district-owned equipment must be handled with care.** Students failing to properly care for their district-owned instruments may lose the privilege of using them.

HPISD does not provide insurance for individually owned or district-owned instruments or equipment. All students are encouraged to provide insurance coverage for their instrument. Most district-owned instruments exceed \$2,000 in value. Students will be held responsible for damage of the district-owned instruments issued to them.

Students and parents must sign an instrument checkout form upon receiving the instrument. Each instrument will be issued in good playing condition.

HPISD will assess an instrument usage fee of \$150 per instrument for routine summer cleaning and maintenance for district-owned instruments.

### **Private Lesson Program**

Private lessons are invaluable to the development of every music student's musical and technical growth. Our private lesson faculty is comprised primarily of professional musicians in the DFW area. Lessons can be scheduled before or after school or during the student's band class. Lesson schedules will be arranged between the parent, student and lesson teacher.

- All students are STRONGLY ENCOURAGED to take private lessons from a teacher on the Approved HPISD Private Teacher List
- Private teachers are screened and interviewed by the HPISD band staff
- Private lessons are \$22.00 per 30 minute lesson and are scheduled one time per week
- Payment for lessons should be made directly to the private teacher
- Please refer to our approved list for private lesson teachers for contact information (located on our band website – [hpraidband.org](http://hpraidband.org))

### **Braces and Dental Work**

Orthodontic and dental work can greatly impact a student's ability to play their instrument. We ask that you take the band calendar into account when scheduling major work since each student's participation has a significant impact on the overall success of other students in the band. If you have any questions related to this topic, please contact Ms. Whitehouse!



## Uniform Guidelines

Formal Uniform: **Required for Honor and Symphonic Band Members:**

### **Ladies:**

- Black concert dress (appropriately hemmed)
- Black close-toed shoes (no flip flops!)

### **Gentlemen:**

- White long-sleeved tuxedo shirt
- Black tuxedo pants
- Black bow tie
- Black vest
- TALL, BLACK socks
- **Black dress shoes**

### **6<sup>th</sup> Grade Band Uniform:**

- HPMS Band T-Shirt
- Denim Blue jeans
- Tennis shoes

## Concerts/Performances

Concerts and performances are frequent with all bands. The band calendar will be distributed the first day of school in both hard copy and electronic form. It can also be viewed on the band website ([hpraidband.org](http://hpraidband.org)). Students should consult their calendars for dates and times. **The band calendar is subject to change. All changes and updates will be communicated as soon as possible.**

### **Expectations:**

- Students are to arrive on time for all performances
- Attendance at all performances is required
- All concerts are extensions of the classroom and are graded accordingly
- Punctuality is imperative to the success of ALL members of the band!
- Students are expected to listen to all performing groups at the respective concert
- Proper concert etiquette is to be exhibited by all band members both on and off stage
- Cell phones should not be present in the auditorium during a performance

## **Financial Obligations**

It is the philosophy of the MIS/HPMS Band that no student be denied the privilege of band membership due to financial hardship. For options in meeting financial obligations, parents should contact a director.

## **Fundraising**

We have fundraisers scheduled throughout the school year that are designed to help defray costs that are required to run our band program. Fundraising is necessary in order to maintain our band program. Some of the events/costs are listed below, but are not limited to:

- Band Clinicians
- New Instruments
- New Equipment
- New Music
- Instrument Repair
- Fundraiser Rewards
- Raider Band Booster Board Expenses
- Transportation to and from band contests/functions
- Student Parties
- Professional Development
- Band Publicity

Every student is expected to raise \$120 or more from various fundraising activities throughout the year. Direct donation may serve as an alternative to fundraising. Any funds donated to the MIS/HPMS band program are for expenses other than student fees and trip expenses. All donations are greatly appreciated!



**THE FOLLOWING PAGES MUST BE SIGNED AND  
RETURNED BY  
TUESDAY, SEPTEMBER 2<sup>ND</sup>.**

**This can be your first 100 of the year!!!**

- ✓ **Handbook Signature Page**
- ✓ **Student Information Database Sheet**

**Thank you in advance for taking time to review this information and complete  
the forms!**

Student Name: \_\_\_\_\_



## HANDBOOK ACKNOWLEDGEMENT FORM

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Please read and sign below as indicated:

### Students:

I have read the MIS/HPMS Band Handbook and understand the requirements for being a band member. I realize it takes full cooperation and dedication (100%) to help out band meet its potential. I also realize that my failure to follow policies and directions could result in disciplinary action, which could lead to placement in another band or dismissal from the band program. I have received a copy of the MIS/HPMS band calendar for the current school year.

As a member of the MIS/HPMS Band, I acknowledge the following as responsibilities I might fulfill. I will:

- Treat my peers and teachers with respect and maintain appropriate conduct
- Understand that band is a full year commitment
- Be punctual and prepared for all rehearsals
- Attend all concerts, clinics and contests
- Maintain my grades for eligibility
- Hold myself to a high stand of performance

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

\_\_\_\_\_  
Date

### Parents:

I have read the MIS/HPMS Band Handbook and am willing to support it and my child. I also understand all policies and procedures set forth by the MIS/HPMS band program as outlined in this handbook.

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

\_\_\_\_\_  
Date



## RAIDER BAND CALENDAR

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Band Family,

The Raider Band Calendar is available on the Raider Band Website. Please make sure that you mark these dates on your calendar! Any dates or times marked 'TBD' indicates that there is not an exact date or exact times for that event yet. That information will be communicated to you as soon we have it!

This calendar is subject to revision as necessary. If changes occur, families will be notified well in advance. The calendar on the band website will remain up-to-date at all time and can be located at ([hpraiderb主and.org](http://hpraiderb主and.org)) under the calendar menu. **Please make the calendar page on the [hpraiderb主and](http://hpraiderb主and.org) website your primary “go-to” for questions regarding the calendar and calendar updates.**

**Please sign and return the Band Calendar Signature Form. This form is due with the Band Handbook forms on Tuesday, September 4<sup>th</sup>!**

**Please note:** In addition to the dates on this calendar, all 7<sup>th</sup> and 8<sup>th</sup> grade band students will also be required to attend a weekly sectional. We will create our sectional schedule during the first week of school and will do everything that we can to work around conflicts. Once we have developed a schedule, it will be sent to you! Grades are taken for sectional attendance. Students should be present and on time to all sectionals.

Please contact your student’s respective director with any conflicts as soon as possible! Thank you all for your continued support of the MIS/HPMS Band Program!



Student Name: \_\_\_\_\_

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## BAND CALENDAR ACKNOWLEDGEMENT FORM

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Signing this page acknowledges that my family is aware of all dates on the Raider Band Calendar for the 2019 – 2020 school year. We also understand that the calendar may have slight changes, but will remain up-to-date on the MIS/HPMS band website ([hpraiderband.org](http://hpraiderband.org)).

It takes full cooperation for our band program to thrive. Absences not only affect a student's grade, but more importantly, every band member and the overall success of the band!

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date