



Burleson High School Band

"The Spirit of the Elks"

100 Elk Drive

Burleson, Texas 76028

Office 817-245-0092

Fax 817-447-5793

www.burlesonband.org

Band Handbook

Spirit! Honor! Elk Pride!

Policies, Traditions, & Expectations

Burleson High School

2015-2016

Burleson Independent School District

Burleson, Texas

Band Directors

Joe McGee

jmcgee@bisdmail.net

Michael Moscoso

mmoscoso@bisdmail.net

Jaime Kovar

jkovar@bisdmail.net

Percussion Specialist

Mickey Burmer

mickdogg32@charter.net

Table of Contents

Purpose of Handbook.....	3
An Open Letter to Band Parents.....	4
Performing Groups.....	5
Attendance Policy.....	7
Roll Check.....	8
Student Conduct.....	9
Areas of Assessment & Grading Procedure.....	10
School-Owned Instruments and Equipment.....	12
Care of Band Hall, Instruments and Equipment.....	13
Care of Music.....	15
Uniform Policy.....	15
Wearing the Uniform.....	17
Alterations.....	17
Uniform Decorum.....	17
Auditioned and Appointed Student Leadership.....	19
Marching Band Auxiliaries	20
Suspension from Leadership.....	23
Game Night Routine.....	23
Bus Procedures.....	27
Additional Opportunities.....	29
Private Lessons.....	29
Band Letter Jackets.....	30
Senior Band Booster Scholarship.....	31
Band Banquet Special Awards.....	31
Burleson Band Boosters.....	31
BISD Extracurricular Code of Conduct.....	31

Purpose of Handbook

This handbook is designed to help you understand the policies, complexities, and concepts of our organization. We hope it can be used to answer questions and to define the boundaries that are important in keeping the Burleson High School Band an efficient organization. If utilized properly, the concepts of responsibility, teamwork, and good citizenship will develop. Please contact the BHS band staff for further clarification on questions or concerns not covered in this handbook. We will gladly welcome your inquiry.

An Open Letter to Band Parents

Dear Band Parent,

Thank you for reading this handbook, for your support of its contents, and especially for the opportunity to work with your sons and daughters! Research has shown that students of parents who are engaged in the educational endeavors of their children almost always achieve more in life than those students who must “go it alone.” Your active involvement is vital to the academic success of your child and our band as well.

There are several ways in which you can support and encourage your child. You can attend performances, encourage home practice, and provide private lessons. **Assisting your child in meeting “band” responsibilities provides him or her with the incentive to do well. This helps our band get better!**

It is no secret that the success of this band program is due in part to the tremendous support of our parents. Please make plans now to be active in our booster club. The **Burleson Band Boosters** raises thousands of dollars yearly to provide vital financial assistance to our program. Every band student in the school district receives benefits from the services of this valuable parent group. We hope that you will find a way to involve yourself. We are certain that you will find your volunteer efforts to be enjoyable, rewarding experiences!

If at any time you have questions regarding instructional procedure, grading, and/or any other related concern, please contact us at 817-245-0092. We will be glad to visit with you. You may also visit our website at www.burlesonband.org specific dates & times of this year’s events and other band related information.

For specific individual student information and band booster sponsored student accounts, visit www.charmsoffice.com.

Parent/Student Login: burlesonband Password: student ID number

Sincerely,

Joe McGee, Michael Moscoso, & Jaime Kovar
Burleson High School Band Directors

Performing Groups

Marching Band

1. The Burleson High School Marching Band (competitive) is the largest performing group at Burleson High School. The band performs at all varsity football games, various contests, concerts, parades, and other civic functions.
2. Once a student has been accepted into the marching band, he/she must pass a series of playing and marching tests.
3. All students enrolled in the Wind Ensemble, Honors Band, Symphonic Band, Percussion & Guard classes makeup the marching band, and all are expected to rehearse and perform at all assigned marching band events.
4. Rehearsal Schedule:
 - A. Summer band rehearsals usually begin during the first week of August, and continue until the start of school.
 - B. After the school year begins and throughout the remainder of football season, marching band rehearsals are held before school on Mondays, Tuesdays, Wednesdays & Thursdays. There are also weekly Friday morning rehearsals (with the drill team) on varsity football game days, and on the Saturday mornings when competition performances are scheduled later during the same day.

Wind Ensemble

1. The Wind Ensemble (competitive) is comprised of the most musically and technically advanced students.
2. Membership is determined by audition and overall performance history.

3. The Wind Ensemble performs at least three concerts each spring and competes at the UIL Concert & Sightreading Contest.
4. Wind Ensemble members are expected to participate in All-Region Tryouts and in UIL Solo & Ensemble Contest. In addition, they are strongly encouraged to participate in private study.
5. All members of this advanced ensemble must pass all their classes each six weeks to ensure full participation privileges.

Honors Band

1. The Honors Band (competitive) is comprised of students who are developing musically and technically.
2. Membership is determined by audition and overall performance history.
3. The Honors band performs at least three concerts each spring and compete at the UIL Concert & Sightreading Contest.
4. Members of the Honors Band are encouraged to participate in the All-Region Tryouts and in the UIL Solo & Ensemble Contest. In addition, they are strongly encouraged to participate in private study.
5. All members must pass all their classes each six weeks to ensure full participation privileges.

Symphonic Band

1. The Symphonic Band (competitive) is comprised of students who are developing musically and technically, but need more time for the process of nurturing sound fundamentals.
2. Membership is determined by audition, individual student needs, and overall performance history.
3. Symphonic Band members will perform in the marching band, and will perform at least three concerts each spring.
4. Members of the Symphonic band are encouraged to participate in All-Region Tryouts and in the UIL Solo & Ensemble Contest. All members must pass all their classes each six weeks to ensure full participation privileges in extra-curricular events.

Jazz Ensemble

Students must be enrolled in marching band in order to audition for the Jazz Ensemble. In the event that no marching band student passes the audition for piano, guitar, electric bass, or drum set, students from outside the band program may then audition to play these instruments.

Instrumentation includes alto, tenor, and baritone saxophones, trumpets, trombones, piano/keyboards, bass, drums, vibes, and auxiliary percussion.

Attendance Policy

Rehearsal time is limited. Therefore, all band students have an obligation to their fellow students to be on time, to be prepared, and to bring all necessary equipment to each rehearsal.

Attendance

1. All band students must abide by the Burlison High School attendance policies.
2. **Attendance is required at all rehearsals, sectionals, and**

performances.

3. Absences and tardiness will be excused in the following cases:
 - A. Medical emergency or personal injury (Doctor's Note)
 - B. Death in the family
4. Examples of unexcused absences and tardiness include but are not limited to:
 - A. Work
 - B. Over-sleeping
 - C. Transportation not arranged
 - D. Anything deemed unexcused by an Assistant Principal
5. Parents should notify the band staff of any known absence **prior to the rehearsal/performance**, if possible. A follow-up note or email explaining the reason for the absence or late arrival is required within three school days of the event. If excused, the student may do a make-up assignment for the missed event.
6. Unexcused absences and tardiness may result in, but are not limited to:
 - A. Grade deduction
 - B. Make-up assignments
 - C. Loss of performance status
 - D. Expulsion from the band program

Roll Check

1. Every required band function will begin with a roll check.
2. Students not in their proper positions at roll check are considered absent.
3. Roll check positions you must know:
 - A. Seated indoor rehearsal set-up (roll check at the designated rehearsal time)

- B. Position in marching band warm-up block or arc
(roll check at the designated rehearsal time)

Student Conduct

1. Band members are encouraged to cultivate an attitude of good discipline during rehearsals. Talking, disturbances, and inattention show a lack of interest and respect to the band. These undesirable behaviors will not be tolerated.
2. Band members serve as goodwill ambassadors for the school. Polite and courteous behavior is a credit to the band organization, the school, the parents, and the community we represent.
3. Since a portion of the marching band activity is somewhat militaristic, it is expected that students be aggressive in rehearsing and performing marching fundamentals.
4. When at "attention," there should be no variation from the expected mental attitude and physical statement made by such.
5. Loud and boisterous behavior by band members when in public is not in the best interest of the band's image and mission!
6. Food, gum, or drink is never permitted during rehearsal or performance.
7. **The use of drugs, alcohol, or tobacco is strictly forbidden.**
8. PDA (Public Display of Affection) will not be permitted at school, on buses, or at any band function.
9. Students are expected to have the proper frame of mind just prior to rehearsal and performances.

10. Inappropriate appearance will not be allowed.

11. Any infraction of conduct, attitude, or responsibility will be dealt with in one or more of the following ways:

- A. Warning & conference with student
- B. Loss of earned ERS points & a time out
- C. Conference with parents
- D. Conference with principal
- E. Probationary contract
- F. Expulsion from band program

12. Refer to the Burleson High School Handbook and the Extra Curricular Code of Conduct (www.burlesonisd.net).

Areas of Assessment

The following general areas are taken into consideration when calculating grades.

1. Attendance

Band is a performing organization. There are so many potential conflicts with marching rehearsals and sectionals that there will be little chance for success unless a strict attendance policy is enforced. (See attendance policy.)

2. Attitude, Conduct, and Cooperation during rehearsals and performances

A positive attitude is necessary for each band member to perform to his/her fullest potential. The directors assume that each band member chooses to proudly and honorably represent Burleson High School and our community during each rehearsal and public performance.

3. Performance

Several performance factors are considered in determining grades:

- A. Performance on play-offs, playing tests, electronically recorded assignments, and marching tests.
- B. Performance on written tests concerning such items as music vocabulary, music theory, music history, composers, etc.
- C. Improvement (or the lack thereof) of playing or marching skill.

4. Care of Equipment

Students are expected to care for their instrument, equipment, music, and uniform. Inspections are held to determine the condition of these items. Inspections are used as a partial basis for determining grades.

Extra Credit (Assigned at director's discretion)

Students may earn extra credit for attending concerts of professionals: Ft. Worth Symphony, Dallas Symphony, Dallas Wind Symphony, TCU & UTA bands, operas, etc. *Bring back copies of programs for proof of attendance.*

“Summative” Component (60% of SIX WEEKS GRADE) – *Knowledge & Skills*

[100 points per assessment, several per six weeks]

- Public Performance & Performance Etiquette
(Unexcused absences may not be made up.)
- Individual Playing Skills Assessments
-includes memory work
-3 to 6 assessments per six weeks
- Observable Marching Skills Assessment *(marching band season only)*
- Written Tests *(primarily after marching band season)*

“Formative” Component (40% of SIX WEEKS GRADE) - *Rehearsal Etiquette (ERS = Ensemble Rehearsal Skills)*

[100 points per week] Points are deducted from each week's 100 point total for **each instance of DOCUMENTED failure to demonstrate the following ensemble rehearsal skills]**

- **Maintain 100% attendance** *(A note from the parent required for each absence. The band director will determine whether the absence is excused or unexcused.) – 20 point deduction per rehearsal absence*
- **Punctuality** *(during class time & all rehearsals outside normal school hours)*
- 5 point deduction per tardy. Tardy = arrival within 5 minutes of the start of rehearsal. A student is considered absent if arrival is later than 5 minutes.
- **Maintaining personal responsibility for the rehearsal & learning climate (exercising self-control)** – 5 point deduction per instance *(refraining from: talking without permission, making unnecessary noise, leaving one's place without permission, horse-play, off-task behavior, throwing objects, chewing gum or candy, bringing food & drink into the rehearsal, etc.)*
- **Aggressively exercising one's best effort to play well, and to pursue the daily objective of the rehearsal** – 5 point deduction
- **Having necessary items for rehearsals & performances** *(folder music, instruments, accessories, drill charts, pencil, water jug, etc.) - 5 point deduction*
- **Following all instructions and directives as given by the band directors** – 5 point deduction
- **Properly maintaining instrument or equipment** – 5 point deduction
- **Wearing proper attire for rehearsals** – 5 point deduction

Late Work

Late work will be accepted in accordance with BHS policy. Late work will not be accepted for unexcused absences. Playing assignments must be performed on the due date, or when called upon to do so. Late playing assignments will be assessed a 10 point deduction per each elapsed class period following the due date (or date called upon to demonstrate or perform assigned work).

Make-up Work

Make-up work is accepted in accordance with BHS policy. Make-up work will not be accepted for unexcused absences. It is the band director's discretion to assign any *alternative* make-up assignment.

School Owned Instruments and Equipment

1. The school district maintains an inventory of (large, rare, or excessively expensive) woodwind, brass, & percussion instruments that may be used by BHS band students for a fee of \$25 per summer or semester.

2. It is the responsibility of the student to care for and maintain the school-owned instrument(s) that has been checked-out to him/her.
3. Necessary repairs over and above “normal wear and tear” are the responsibility of the student to whom the instrument is issued. Critical damage is to be reported to the band directors immediately, so that repairs can be assessed and made, and the responsible party may be charged. The school district will determine where instruments are sent for repair.
4. Because the quality level of each school-owned instrument in the BHS band inventory is not always equal, each instrument is issued on the basis of current student need, availability of instrument, the assessed chair standing of the individual to whom the instrument is to be issued, and/or seniority. The band director’s professional judgement will ultimately determine which instrument each student will receive. Please understand that every effort will be made to issue the best available instrument to each student.

Care of Band Hall, Instruments, & Equipment

1. No food, gum, or drink is allowed in the band facilities. These items need to be discarded in the proper container **before** entering the band facilities.
2. Practice rooms are for practice, recording assignments, play-offs, or private lessons **only**.

3. Keep instruments in cases with latches closed in your assigned storage area when not in use.
4. Instrument cases are to be placed in lockers (or storage areas) during rehearsal.
5. Storage areas (lockers) must be kept clean. Items not properly stored may be discarded.
6. Music may be stored in your instrument storage area (locker).
7. Band storage areas (lockers) are for band related items only. Books and other personal items are to be stored in the hallway student lockers.
8. Band hall chairs and stands are not to be removed from the room unless requested by a director.
9. The band office is off-limits to all band members, except librarians and staff, **and then only to conduct business approved by the directors.**
10. No one is to use the copy machine or audio-visual equipment without permission.
11. Only one student at a time is allowed in the band office for the purpose of using the phone after a band event.
12. Periodic inspections are to be made of school-owned instruments and equipment. **Each student is financially responsible for any damage that occurs during the time it has been issued to him/her.**

13. Any damaged school property must be repaired or replaced. The student shall reimburse the school for such repairs or replacements immediately.
14. The band staff assumes no responsibility for personal items lost, stolen, or damaged in the band hall. Please understand that every effort is made to secure the area.

Care of Music

1. Always use a pencil – **never ink** – when marking original published music. All markings, except permanent corrections, must be erased when the original music is turned in.
2. Write your name on every sheet of music.
3. Keep a pencil with you at all times during rehearsals.
4. Students must pay for the replacement of lost music. Tape together the edges of each window of one's flip folder to prevent loss of music.

Uniform Policy

The Burleson High School band uniform is something you should always wear with pride. Participation in the program and the use of the uniform is a privilege.

Uniform Issue

1. Marching band uniforms are issued during summer band. Any uniform part that is lost or damaged is your responsibility to replace or repair. These uniforms are stored on-site at the BHS band hall. Students are not to take uniforms from the band hall without permission from the directors.

2. Each student will be fitted for the following:
 - A. Marching Jacket
 - B. Bib Trousers
 - C. Shako
 - D. A pair of gauntlets and a plume will be issued at each marching performance. These items are to be returned in good order immediately following the performance.
3. It is the responsibility of each band member to purchase the following additional uniform-related items:
 - A. A pair of marching shoes
 - B. Black socks
 - C. Black gloves
 - D. Show shirt & polo shirt
 - E. Black shorts & a pair of khaki shorts (must meet BISD dress code.)
 - F. Black tuxedo (male students, concert season).
 - G. White tuxedo shirt (male students, concert season)
 - H. Black bow tie (male students concert season)
 - I. Black cummerbund (male students, concert season)
 - J. Black concert gown (female students, concert season)
4. Uniforms are issued to students in the following order:

1 st	Band Leadership Students
2 nd	Seniors and "hard to fit" students
3 rd	Juniors
4 th	Sophomores
5 th	Freshmen

Wearing the Marching Uniform

1. Shako – The shako should be worn straight on top of the head, with the strap worn snugly under the chin. Hair extending below the collar will be worn inside the shako. are issued immediately before each marching performance and collected immediately following.
2. Marching Jacket – The jacket should be worn completely zipped at all times when in public unless otherwise specified by the directors. The show shirt is to be worn under the jacket, which allows the band to have a uniform appearance if the jacket is removed during hot weather.
3. Bib Trousers – The bottom of the hem should just touch the top of the shoe. The shoulder straps should be adjusted accordingly.
4. Marching Shoes – Shoes are to be kept clean and polished for each performance. Only solid black crew length socks should be worn with marching shoes. No ankle socks are allowed.

Alterations

1. Altering hems according to band director designated guidelines is to be done by the contracted seamstress only. Any adjustments to trouser length, etc., must be done prior to the first performance. The band director appointed "quartermaster" will oversee all alterations.
2. **No material should be cut or removed from the uniform during alterations.**

Uniform Decorum

1. There will be no variations from the proper wearing of the

uniform unless specified by the directors. Sunglasses, other hats or caps, dew rags, scarfs, arm bands, facial paint, etc. are not appropriate.

2. Each marching band student with the exception of the color guard will pay a uniform maintenance fee. Uniforms will be cleaned periodically throughout the season.
3. **The uniform must be properly placed on the hanger immediately following each performance.**
4. **Students will memorize their uniform numbers and refrain from exchanging uniform parts with one another.**
5. No visible jewelry is to be worn while wearing the uniform. No colored nail polish is permitted when bare fingers are exposed.
6. If you lose, damage, or have any problem with your uniform, see a director or the uniform chairman as soon as possible.
7. Uniform parts found left out in the band hall will be confiscated, and a fine for the return of each part will be charged.
8. Marching uniforms (jacket, trousers, gauntlets, shakos, and plumes) will be stored at Burleson High School at all times.
9. Shoes, socks, gloves, show shirts, and other personal marching band uniform parts should be stored, cleaned, and maintained by each individual student. It is the responsibility of each student to have these items (on hand and in good order) prior to each performance.
10. The guard uniform will be worn as specified with the appropriate shoes, socks, undergarments, and other items as specified by the instructor. Hair and make-up should be

uniform. Refer to general band guidelines concerning jewelry and nail polish.

Auditioned & Appointed Student Leadership

Drum Majors

Drum Majors are selected through an audition process each spring for the following school year.

Responsibilities

- A. Pay for and attend drum major camp
- B. Conduct during field performances
- C. Assist the directors in conducting during games, pep rallies, and on-field rehearsals
- D. Assist the directors in the teaching of drill.
- E. Assist the directors in the preparation of charts, equipment for rehearsal, and the practice field
- F. Be role models in every aspect of band participation
- G. Pay for "drum major-related" extra uniform parts
- H. Adhere to specified behaviors and requirements as outlined in the *drum major contract*
- I. Maintain a 2.5 overall grade point average
- J. Attend all called leadership meetings and report to all band rehearsals at least 15 minutes early

Other Leadership Positions

1. Squad Leaders (selected by audition) must pay for and attend leadership camp. Squad leaders must be excellent marchers as well as substantial instrumentalists.
2. Section Leaders, (selected by audition) must pay for and attend leadership camp. Section leaders must be recognized as excellent instrumentalists.

3. Marching Assistants (selected by audition) are the most skilled marchers, and must pay for and attend leadership camp.
4. Librarians (selected by audition) must pay for and attend leadership camp.
5. Uniform Managers (selected by audition) must pay for and attend leadership camp.
6. Logistics Crew Members (selected by audition) must pay for and attend leadership camp.
7. Secretaries (selected by audition) must pay for and attend leadership camp.

Responsibilities

- A. Pay for and attend summer leadership camp and participate in required leadership activities and functions
- B. Assist the directors in the teaching and refining of the drill
- C. Assist the directors in the preparing of charts, equipment for rehearsal, and the practice field (outside of band class)
- D. Be positive role models in every aspect of band participation
- E. Assist the directors in the preparation and distribution of music, marching charts, and related documents
- F. Reinforce directives given by the band directors
- G. Make sure band hall, rehearsal field, and buses are picked-up and clean following each event
- H. Maintain a 2.5 overall grade point average
- I. Attend all called leadership meetings and report to all band rehearsals 15 minutes early

Marching Band Auxiliaries

Color Guard – For further details regarding this auxiliary, contact Jaime Kovar jkovar@bisdmail.net

1. Audition Criteria – Color Guard candidates must pass an

audition, and:

- A. Demonstrate poise, physical coordination, and rhythmic skill
- B. Must maintain scholastic eligibility
- C. Must complete and turn in the color guard contract
- D. Must attend pre-audition training sessions
- E. Must attend color guard summer camp and extra rehearsals as required outside the school day
- F. Must pay a \$50 non-refundable deposit toward equipment, supplies, and uniform parts

2. Responsibilities - Color Guard members must:

- A. Pay for the special uniform, shoes, shirts, shorts, and other parts of the uniform as specified. Fund raising projects are provided to help the membership pay for these items. A comprehensive list of items and their estimated prices are provided each spring to guard members.
- B. Pay for summer color guard camp tuition and attend the camp.
- C. Accept full responsibility for guard equipment
- D. Attend all scheduled rehearsals
- E. Adhere to specified behaviors and requirements as outlined in the *color guard contract*

Drum Line – For further details regarding this auxiliary, contact Mickey Burmer mickdogg32@charter.net

Responsibilities - Drum Line members:

- A. Must attend extra rehearsals as well as enroll and participate in the summer drum line camp. (Tuition is to be paid by the student.)
- B. Must strive to work together as a unit in order to achieve its primary purpose: **to provide the musical heartbeat of the band.**

- C. Must strive to maintain an attitude conducive to the ideals of the band program, especially when performing alone.
- D. Are charged with the proper care and storage of percussion equipment and the neatness of the drum storage area:
 1. All sticks and mallets should be stored in stick bags or individual storage spaces.
 2. All instruments should be properly covered and stored at the end of each rehearsal.
 3. Music should be stored in individual band lockers.
 4. At no time should personal belongings be left in drum storage areas.

Auxiliary Captains (Color Guard and Drum Line)

Selection Criteria:

- A. Must have been a member of the auxiliary for at least one year
- B. Are selected by audition, review of previous performance and overall leadership ability
- C. Must remain academically eligible (see BHS student handbook)

Responsibilities of captains:

- A. Serve as a student leader in coordinating the group
- B. Assist in teaching and rehearsing drill and/or music
- C. Serve as a liaison between corps members and the directors
- D. Coordinate the maintenance, storage, loading, and unloading of all equipment
- E. Serve as an organizer of fellow students for the purpose of advancing the mission of this band
- F. Maintain a 2.5 overall grade point average
- G. Attend all called leadership meetings and report for all band rehearsals at least 15 minutes early
- H. Pay tuition and attend summer leadership camp

Suspension From Leadership

Student leaders will be suspended from leadership responsibilities upon any one of the following occurrences:

1. Third unexcused absence* from a regular leadership meeting
2. Third unexcused absence* from a rehearsal
3. One unexcused absence from a performance
4. Failure to maintain a 2.5 grade point average
5. Failure to pass off memory work and playing assignments on time
6. Persistent failure to follow specific directives as given by the band directors.
7. Persistent failure to work out individual interpersonal differences with others in band leadership and/or the band at large.
8. Cyber-bullying or the harassment of other band member

*Three (3) unexcused late arrivals to rehearsal (tardy) are counted as one (1) unexcused absence. **A late arrival of 15 minutes or more will count as an absence.** The BHS band directors will solely determine the terms of each suspension. Suspension from leadership responsibilities does not equate suspension from the band.

Game Night Routine

Arrival

1. Quietly enter the band hall on or before the designated time.
2. Change into show shirt, black shorts, black socks, and marching shoes.
3. On certain Friday afternoons, as time allows, the band will move to the practice field for a brief

rehearsal of the show.

4. Before out of town games, students will pack up their instruments immediately following the rehearsal. Percussion instruments, tubas, drum major podiums, sound equipment, and all necessary flag equipment will be loaded onto the instrument truck prior to our going inside.
5. Following rehearsals prior to home games, all equipment will be brought back to the band hall and placed in a specified arrangement on the floor.

Meals

1. Report to designated area for meal (to be served by the Burleson Band Boosters). *A meal fee for all meals served before each of the ten regular-season football games may be paid to the Burleson Band Boosters. Meal fees must be paid no later than Wednesday before the first game of the season. Students may pay a double fee for double portions.*
2. Band students will eat together in the cafeteria. Students will stay in the cafeteria during mealtime.
3. Unless the student is on a restricted diet (diabetic, low blood sugar, etc.), it is not in the best interest of the band that individual meals are brought to the eating area.
4. Following mealtime, students will clean the meal area, and will visit the restroom on the way to the band hall.

Putting on the Uniform

1. Students will then stand in the "arc" and "put on" the complete uniform there. The guard will dress in the dressing rooms.
2. Students will be inspected while standing in the "arc."
3. After having been inspected, students will board the

buses with instruments, shakos, uniform bags & hangers, and any other personal items necessary for well-being.

Inspection

Band members will be inspected for the following:

1. Proper wear, fit, and condition of the uniform (see Uniform Policy)
2. Condition of Equipment
 - A. Brasses: bell polished, valves and slides working freely, mouthpiece clean, lyre attached.
 - B. Woodwinds: reeds clean and without flaws, instrument clean, good pads, springs, corks, music lyre attached (except flutes and piccolos).
 - C. Percussion: drum heads clean drum shells polished, cymbals polished, sticks and mallets properly taped and in good condition
 - D. Flag equipment: show flags cleaned, pressed, rolled, and properly loaded onto the flag cart. All guard equipment must be properly taped and all silks attached securely with tips in good condition. Rifles appropriately padded and taped.
3. Music
 - A. Music flip folder must be in good condition, properly labeled with name & instrument, and must contain all necessary music.
 - B. Music folder must be held by a lyre attached to the instrument.

Arrival at Marching Band Performance Sites

1. Following inspection **before home games**,

instruments, tote bags, and all equipment will be hand carried or rolled to the stadium. The band will silently move "route" or "trail" step to the stadium.

2. Upon arrival at out of town games, students will silently "fall in" to their assigned position.
3. Maintain "set" or "check" as instructed until pre-game entry begins.

During Marching Band Performances

1. There will be no variations from the proper wearing of the uniform.
2. No food, drink, gum, or candy is allowed while the band is in the bleachers except at times designated by the directors.
3. There is to be no playing of instruments unless the entire band is performing. Percussionist are to play only with the full band, with the cheerleaders, or during drum features authorized by the directors.
4. Students will remain seated and should always maintain a secure grip on their instruments. Students will stand only when authorized by the directors.

Football Game Half-time Performances

1. File silently and orderly from the stands with a **sense of purpose** to the assembly point just prior to the performance. Always move single file. There will be no playing of instruments unless told to do so by the directors.
2. While waiting to take the field, maintain the strictest possible "set" or "check" position as directed.

3. After the half-time performance, the band will return to the bleachers in the same manner as in #1 above.

After the game or contest performance

1. All band members are expected to return to the band hall for the unloading of equipment and for a brief post-performance wrap-up..
2. Uniforms will be taken off and hanged.
3. Instruments will be properly stored and the band hall will be picked up and put in order before anyone is dismissed.

Bus Procedures

1. When buses are provided, all performers will ride the bus both **to** and **from** the event. **Exceptions** to this rule require a written personal request by the parents prior to the event. Even then, the final decision is left to the directors. *Whenever a student is to be picked-up from an out of town performance site, the parent or guardian is required to "sign-out" the student and accept full responsibility for the his/her welfare.*
2. For football games, students may be assigned to a specific bus prior to departure. *Students will ride only on the bus to which they are assigned. Students are required to obey the driver, adult chaperones, directors, and any posted bus rules.*
3. Students will be in their assigned seats on time for roll call.
4. Students may not change seats after roll call.
5. When sharing a seat, boys sit with boys; girls sit with girls. *No exceptions.*
6. Students will remain silent from the time they board

the buses. Until we leave the school parking lot. Conversation may then resume for the remainder of the trip, but at a low volume, however. Students will again be silent upon our arrival at our destination. Instructions will then be given prior to our leaving the buses.

7. The Burleson Independent School District prohibits loud talking, foul or abusive language, standing in aisles, or sitting on the backs or arms of seats while on buses.
8. Hands feet, arms, legs and head must remain inside the bus.
9. No food or drink is allowed on buses unless approved by the directors.
10. Absolutely no glass containers are allowed on any bus.
11. Public displays of affection are not permitted on the bus or at any band function.
12. Hair spray, perfume, etc. may not be applied or sprayed while on buses.
13. Deposit all candy wrappers, paper items, and trash, etc. in the trash bags or cans on each bus.
14. MP3 players, DVD players, etc. may be played, but only with headphones.
15. No part of the uniform may be taken off while on the bus unless authorized by the band directors.
16. Be thoughtful, be friendly, be courteous, be SAFE!
17. Students may not sing or yell on buses unless authorized by the directors at specific times. These times will be rare.
18. All instruments will be loaded onto the buses by the individual students. Each student will share the seat with his/her instrument.
19. All percussion instruments, baritone saxophones, and tubas will be loaded onto the instrument truck, not the buses.
20. Noise making devices are not appropriate for use on the buses.

Additional Opportunities

By virtue of being a member of one of the BHS bands, the following opportunities become available. Band members are encouraged to take advantage of as many of these activities as possible.

Private Lessons: It is the goal of the Burleson Independent School District Band Program to provide the very best learning experiences for each of our students. One of these learning experiences is the opportunity for a student to study privately with a professional instrumentalist. **Private lessons are optional, but are strongly encouraged.**

1. Private lessons may be taken during the school day as well as after school hours. These lesson times are scheduled by contacting the private lesson teacher directly. A list of private instructors is posted in the band hall.
2. The Burleson Band Booster Club provides a scholarship program for serious students. Scholarship funds are paid directly to the private lesson teachers.
3. The cost for each lesson is determined by each lesson teacher. Our policy is for students to pay for an entire month of lessons upon the first lesson date of the month.
4. If a student is absent from school, or in school, but cannot attend the lesson, it is the student's responsibility to notify the instructor in advance. A request can be made that fees be adjusted, or that makeup lessons be scheduled by speaking directly with the private lesson teacher. Phone numbers are posted in the band hall.
5. If timely notification before an absence is not made, the student will be charged for that lesson, and no makeup lesson will be given.
6. Students will be excused from lessons for band trips, concerts, performances, etc., if the private teacher is notified in advance.

Band Letter Jackets: In an effort to encourage and promote individual achievement as student performers and loyalty to the program, the Burleson Band Boosters award letter jackets upon the completion of one of the following criteria.

- A. Complete (in good standing) six semesters of active enrollment and participation in any combination of competitive ensembles: Symphonic Bands, Honors Band, Wind Ensemble, Color Guard/Winter Guard, or Marching Percussion.
- B. Earn a spot in the TMEA All-State Band or Orchestra.
- C. Earn at least 15 points by participating in the following activities. Points are accumulated beginning one's freshman year.
- D. Guard members may earn the letter jacket earlier than in (A) above by completing (in good standing) four (4) combined semesters of active enrollment and participation in color guard & winter guard, in addition to participating in two summer auxiliary camps held at surrounding area universities.

<u>Activities</u>	<u>Points</u>
1. Attendance at every required performance	2
2. 1 st division rating of UIL solo (region)	2
3. 1 st division rating of UIL ensemble (region)	1
4. Pass Phase 1 of region band auditions	1
5. Earn a position in 9 th grade region band	1
6. Earn a position in region band (4A/5A)	2
7. Qualify for and audition at Area for All-State	3
8. 1 st division rating of solo @ State UIL Contest	3
9. 1 st division rating of ensemble @ State UIL Contest	2
10. Earn a position in region jazz band	2
11. Earn a position in BHS band leadership team	2
12. Be selected as Band Member of the Week	1
13. Wind Ensemble	1

Senior Band Booster Scholarship: Graduating seniors who intend to major in music at the university level may apply for this annual scholarship. A committee of educators and business leaders from the community screens the applicants.

Band Banquet Special Awards: Aspiring students are recognized each spring for their yearly achievements regarding outstanding instrumental skills, instrumental improvement, character, integrity, and citizenship. Patches are awarded for each area of achievement.

Burleson Band Boosters: Parents and community volunteers are encouraged to take an active part in our booster club. Activities of the club are designed to enrich our students by providing financial, physical, and moral support to the district-wide band program. It is our hope that each parent will become an integral part of this vitally important organization! Volunteer @ www.burlesonband.org.

Marching Band Acknowledgment Form (Eight Hour Rule)

This acknowledgment form is to be read and signed by both the student and the parent each year. You may access the document at www.burlesonband.org.