

Cy-Ranch High School Band

Fall '10
Handbook

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I. Introduction

Welcome to Cypress Ranch High School. Being a member of the band will create life long memories, friends, and abilities that will carry with you for the rest of your life. This handbook is put together to answer most questions you might have about being in the band at Cy-Ranch. As with any large group, there are rules and guidelines that must be adhered to, but the rewards are many and there are no limits to the success to be achieved as individuals and as an organization. You most likely have been involved in band activities throughout junior high and are well prepared for an awesome high school career. Many of the activities are similar to your prior experiences. For instance, All-Region Band, Solo and Ensemble, Concert and Sightreading Contest are all activities that continue throughout high school. There are also some new experiences like Marching Band, Leadership, Jazz Ensemble, Indoor Drumline . . . These activities are included in the High School Experience as are other ample opportunities to enrich you as a musician and person. Basically all that is required is desire, a good attitude, and determination. Once again, Welcome to the Cypress Ranch Mustang Band!

II. Overall View

Purpose:

To become one of the strongest Band programs in the nation.

To become a vital part of the school's identity, spirit, and pride.

To foster and develop musicianship, cooperative skills, leadership skills, self-discipline, personal sense of responsibility, goal setting, time management and feelings of accomplishment.

To enhance the enjoyment of music for each student so that the intrinsic rewards of all music will become more meaningful, whether the student is performing, rehearsing, practicing or listening from the audience.

Vision:

The band program will teach continuous development, improvement and refinement of fundamental performance skills. These skills will be applied to the general of the band program. Every rehearsal or performance of any kind will be of the highest quality. Every member of the band bears equal responsibility to be present, punctual, prepared and positive. Each student will demonstrate an all out effort to achieve the goals set forth by the director in each rehearsal or performance. The following traits: Trust, Commitment, and Excellence will be not only words associated with your Mustang Band experience but also carried on into every aspect of each member's life.

Overall View cont.

Competition will be an integral part of the band program, but only a part. Through competition, individual performance should reach a higher level than might be achieved without the challenge of a competitor. Success will be determined by improvement rather than ranking. If each competitor's performance improves as a result of the competition, then everyone involved actually contributes to the success of those who are judged "best", and should share in the celebration. In this manner, every participant "wins" and receives benefit from the event. If competitors seek to win at any cost, then there can be only one "winner", and everyone involved runs the risk of becoming a "loser". This concept of one victor and many victims is destructive to the learning process and is to be avoided in the Mustang Band.

Although the policies and guidelines listed in this manual are subject to review and change at anytime by the director, this manual is intended to answer most questions that may arise. It is the intention of the director in every decision to be consistent and fair to all concerned. Each circumstance is different and situations will be handled individually between the student, director, and parents. As long as Trust, Commitment, and Excellence are involved in every decision the result will always be positive and rewarding for all involved.

III. Expectations

As directors of the Cypress Ranch Band, we expect sincere effort. Rehearsal schedules are posted well in advance and streamlined as much as possible. We do not rehearse for the sake of just spending time together. We rehearse so that improvement can be a result. The band is a large team that can not advance if all members are not present and extending effort. Unavoidable absences will occur but are to be limited if at all possible. Scheduled absences (appointments) are to be avoided during stated rehearsal times to help the group move forward. Students involved in other activities are responsible for communicating their schedule conflicts to sponsors of both activities in advance to reduce conflicts with both activities. Any absences can result in consequences ranging from limited performance time, exclusion of student from the Spring Trip to removal from the program, at the discretion of the director. The director will make every effort to be fair to all parties involved and consistent in judgement. Considerations will include reasonable circumstances, but will not include rank, positions of leadership, or chair order. Chair order or ability levels should not be used as leverage to miss rehearsals or take liberties within rehearsals. Such behavior is a bad example and an abuse of privileges bestowed by the director and will be dealt with in a more severe manner. I, as the director, want band to be rewarding for all involved and will keep this goal in mind with every decision.

Band members will be expected to be exemplary students at all times in all classes. Academic performance, citizenship, attitude and behavior are included in this expectation. We must meet this goal in order to establish the status and credibility necessary for school-wide support (pride) of the band. Keep in mind: Trust, Commitment, and Excellence!!!!!!

Expectation cont.

The band will develop an expectation of its members to insure and maintain academic eligibility. Being challenged by course work is normal. Failing grades are usually a result of not looking ahead (don't get behind) or not taking appropriate corrective action, rather than an inability. There will be many resources within the band to help students through difficult situations, but the responsibility is on the students in need to ask for help.

IV. CRHS Band Goals

Trust, Commitment, and Excellence with every decision.

V. Audition Process

Tryouts for the Spring Semester performing ensembles will follow the procedure listed below. The tryout procedure will consist of three different aspects:

Fall Tryout Requirements

Major Scale Requirements

Symphonic Score of 72 with Follow Through technique (all scales must be at least score a 6)

Non-Varsity Score of 15 (3 scale scores should be at least 5's)

* see scale score definitions (page 6)

Scales will be played during a designated week at the convenience of the students and directors. All scales must be played in one sitting and from memory. Students scoring higher than the minimum on each scale or performing more than the required number of scales will obviously have a better chance of placing higher in each band.

Chromatic Scale Requirements

Symphonic Score of 16 (Possible 30)

Non-Varsity Score of 11 (Possible 30) (all right notes)

* see scale score definitions (page 6)

Etude Requirements

Symphonic Students must prepare the etude and demonstrate appropriate knowledge and skill of the instrument on the etude. Students must perform the scales and technique to be eligible for Symphonic Band. The Etude score along with the scale/technique score will determine placement. All students who "qualify" will not gain membership in the Symphonic Band. Instrumentation limitations for the ensemble will also be a factor at the discretion of the director.

Non-Varsity No etude is required for membership. Only 3 scales are required for membership. However, students who play the etude and more scales will rank higher than students who perform the minimum requirement.

Percussion Percussion with the marching band is a total separate audition process and you will get information about that audition separately.

Spring Tryout Requirements

Scale Requirements

Symphonic	Score of 72 with Follow Through technique (all scales must be at least score a 6)
Concert I	Score of 60 (all scales must be at least score a 5)
Concert II	Score of 30 on 6 scales (all scales must be at least score a 5) * see scale score definitions (page 6)

Chromatic Scale Requirements

Symphonic	Score of 21
Concert I	Score of 16
Concert II	Score of 11 * see scale score definitions (next page) (scale of 30)

Etude Requirements

Symphonic	Nine Region Cuts will be performed once weekly during the fall semester. Each student will replay the cut from prior weeks with the lowest score. Once a redo score surpasses the score of another cut the redo assignment will be adjusted for the next week. The redo score is cumulative; it does not replace the original score. Time permitting, all three etudes will be performed at the end of the fall semester for a final score in the audition process.
Concert I	Students must prepare all three of the Freshman Cuts of the etudes and demonstrate knowledge and skill of the instrument on the etude. Six Region Cuts will be performed once weekly during the fall semester. One redo week will happen on the final week. These cuts will align with the Symphonic Cuts of 4-9. A minimum score of a 41 is required on all cuts. Keep in mind that a score of less than a 41 on a cut will eliminate that student from the Concert I audition process.
Concert II	The process of audition will be the same as Concert I except that students will not removed from the process for a minimum score.

**Students not meeting any of the above standards can be placed in the Remedial Band, a non performing group to work on basic skills to help them in the next audition process. This is defined as a group that does not perform during concerts or participate in any trips but will work on fundamentals of the specific instrument during class time. Students who demonstrate an inability to function in rehearsal in a constructive manner risk placement in this group at the discretion of the director regardless of audition results. A lower placement can be given to any student without prior warning to the parents or discipline referrals to the office. The student is not being removed from the program, only assigned to a band to assist with proper rehearsal skills.

*******All students will be required to audition at an audition held after school each semester.**

Scale Score Definitions

1. wrong notes, stops, starts. . .
2. eventually right notes, stops, starts
3. some guessing but mainly right notes
4. mostly right notes, some slows (one wrong note)
5. all right notes, steady tempo, no slows or stops
6. right notes, steady tempo, and great sound, top to bottom
7. right notes, great sound, quicker tempo for your instrument
8. right notes, great sound, nearing top tempo for your instrument
9. Melodic in Nature
10. Incredible (you should tryout for the Houston Symphony)

Chromatic Scale Score Definitions

- | | |
|---------|--|
| 1 - 5 | wrong notes, stops, starts, not full range. . . |
| 6 - 10 | eventually right notes, stops, starts, still not full range |
| 11 - 15 | all right notes, steady tempo, no stops or re-starts, full range |
| 16 - 20 | right notes, steady tempo, and great sound, top to bottom |
| 21 - 25 | right notes, great sound, quicker tempo for your instrument |
| 26 - 30 | Melodic in Nature |

What does my Region Cut Score mean?

- | | |
|---------|--|
| 0 | Student is reading the material |
| 1-10 | Wrong Notes, Wrong Rhythms, Poor Tone Quality
<i>Basic understanding of rhythm and notes are demonstrated</i> |
| 11 - 20 | Some Wrong Notes, Wrong Rhythms, segments of the auditions demonstrate steady pulse |
| 21 - 30 | Mostly correct notes, however rhythm is still unsteady and below tempo, and tone quality is questionable |
| 31 - 40 | Mostly correct notes, however rhythm is still unsteady at times and a majority of the segment is still below tempo, and tone quality is still questionable |
| 41 - 50 | Correct notes, Okay rhythm, Questionable tone quality at times but tempo is still below marked range. Articulation is not well defined. Slight clarity issues involved in performance due to tone quality or range issues. |
| 51 - 60 | Correct notes, Correct Rhythm, Good Tone Quality. Tempo nearing marked range. Articulation is rough but somewhat evident. Tone Quality is excellent throughout performance. |
| 61 - 70 | Everything is technically correct, some musical aspects present however overall performance was mechanical in nature |
| 71 - 80 | Musical aspects are evident most of the time. Student demonstrate basic phrasing with correct articulation and excellent tone quality. |
| 81 - 90 | Keep the dates open for Region Band Clinic and Concert – with a performance equal to this one in the audition room, one stands a good chances of qualifying at the Region Level |
| 91 - 95 | Area Look-out |
| 96 - 99 | All-State Material |

VI. HOW TO PRACTICE!!!!!!!!!!!!

Follow these steps daily:

- A. Long Tones – *tone development***
 - 1. Listen for resonance and stability
 - 2. Breathe deeply, calmly, and in tempo
 - 3. Posture must be correct as in performance.
- B. Flexibility / Range**
 - 1. Brass slurs must be smooth and unstrained or restricted.
 - a. Maintain energy of sound with air consistency.
 - b. The sound quality must be consistent throughout exercise.
 - 2. Woodwinds cover the range of the instrument.
 - a. Stress the fundamental notes and cover upper register daily.
 - b. Upper register should result as calmly as the lower register.
- C. Technique / Scales**
 - 1. All twelve major scales and arpeggios should be a part of every practice session. Practice scales at a controllable tempo to maintain resonant sound.
 - 2. “Clark” studies or other materials from your lesson teacher to develop finger / slide technique as well as tone.
 - 3. Instrumental specific skills should be included in this portion. Examples: Clarinets covering break, articulation, etc.
- D. Specific material Preparation**
 - 1. This could include band part, audition music, or solo and ensemble music.
 - a. Set specific goals for areas or measures in the music to cover or improve.
 - b. Work these “goal” areas at reduced tempos to ensure accuracy.
 - c. Reduce the rhythmic figures to elementary levels to help understanding.
 - 2. After working specific areas:
 - a. Play through the passage in the music that includes the area of concentration. This will give you a better understanding of how the selection fits into the entire piece and assist you in assessing your practice effectiveness.
 - b. Do not cover all necessary material on everyday. Rotate selections and styles from day to day.
- E. Sightreading**
 - 1. Sightreading is an essential skill for every student.
 - 2. Tempos and styles should vary from day to day. Tempo and range should also be included in this section.
- F. Warm-down**
 - 1. Make sure tone is still desirable.
 - 2. Helps to massage any tension or soreness away from the vibration area.
 - 3. Enjoy playing your instrument!

VII. Membership

Membership is gained into the band by enrolling in a band class with the approval of the band director. Only band members are allowed in the bandhall. Friends must wait outside. All members of the band will be expected to participate in all functions in which the band participates. The only exceptions to this rule are: a conflict with another school activity (*which needs to be prearranged before the start of the school year*), a health issue, or a specific activity has been designated “not mandatory” by the director. These conflicts are to be arranged and all sponsors are to be notified as soon as the conflict becomes apparent. Failure to participate or communicate conflicts in all functions of the band may result in reassignment of an alternate band class on the student’s schedule or a penalty/suspension in performance privileges, at the discretion of the director. Membership is a privilege, not a right!

VIII. Grading Policy

FALL SEMESTER

1 st SIX WEEKS:	25% memorization 25% playing assignments (region cuts) 50% Participation (prepared w/materials)
2 nd SIX WEEKS:	25% memorization 25% playing assignments (region cuts) 50% Participation (prepared w/materials)
3 rd SIX WEEKS:	25% Performance literature 25% playing assignments (technique) 50% Participation (prepared w/materials)

SPRING SEMESTER

4 th SIX WEEKS:	50% Participation (prepared w/materials) 25% Solo literature 25% Performance literature pass-offs
5 th SIX WEEKS:	50% Participation (prepared w/materials) 50% playing assignments (UIL material)
6 th SIX WEEKS:	50% Participation 30% Concert Literature 20% Playing Test (technique/Audition)

IX. Private Lessons

1. All students are **strongly encouraged** to get involved with the private lesson program.
2. The director takes pride in the private lesson staff and strives to bring the most talented teachers available in the Houston area.
3. Private lessons occur once weekly for at least one-half hour.
4. Private Lesson teachers are focusing on special needs of each individual student as well as assist in the preparation of Region Music, solos, ensembles etc.
5. Students benefit a great deal from the expertise and experience of our teachers and are challenged each lesson to reach the next level of playing.

Private Lesson Sequence

(based on thirty minute time schedule)

I. Fundamentals (8-10 minutes)

- A. **Posture**
 1. Tall, straight, (UNRESTRICTED)
 2. Feet Flat, (Methodical)
- B. **Air**
 1. Breathing (through nose effect)
 2. Send air through instrument / not through embouchure
- C. **Embouchure**
 1. Evaluate efficiency of how the student is currently set up to play.
 2. Student should focus on sound and feel
 3. Everyone is different, but wrong is wrong. / **PLAY CORRECTLY!**
- D. **Hand Position** is always correct, regardless of non-technical passages
- E. **Tone**
 1. Examples provided by teacher. Students gain by listening to teacher as well as being self-analytical
 2. Teacher's goal is to improve student's tone every week by making the student more aware of characteristic tone quality.

II. Technique (12-15 minutes)

- A. Range - Flexibility
- B. Scale Studies
- C. Technical passages or tricky finger work involved in music or studies.

III. Prepared Material (10 minutes)

- A. Region / Band Music
- B. Solo and Ensemble
- C. Tryout Material

IV. Parent Involvement

- A. The teachers are asked to keep the parents involved in the following areas:
 1. concerns in playing – overall development of the student
 2. assignments
- B. The teachers are also requested to keep written records of what the students are covering during each lesson.

X. Behavior / Discipline Expectations

1. Band students are expected to demonstrate model / exemplary behavior at all times while at Cypress Ranch High School and while they are away as an organization representing our school.
2. Band students are to adhere to all school district guidelines (code of conduct) even during extended rehearsal or performance opportunities. Rehearsals, performances, and trips constitute an extension of the school day. All infractions regardless of occurrence outside of the school day will be referred to the front office personnel.
3. Students are to be prepared for rehearsal with all of the necessary materials. Instrument, music, mutes (if required for literature), and pencils are necessary for each student during the duration of each rehearsal.
4. Discipline during band rehearsal is more stringent than some other classroom situations because of the number of students involved. Conversation will not occur during rehearsal and will be considered a major offense. One person talking in a rehearsal prevents all members of the rehearsal from concentrating on making required improvements.
5. Clothes during marching band need to facilitate the activity. A student wearing all black in August presents a health risk to him/herself and will not be allowed to participate in rehearsal. If the result is a loss of position in the marching band due to the missing of rehearsal time, this choice was made by the student and the student bears full responsibility. Also, shoes should be selected and worn that facilitate proper marching technique. Sandals, boots, or shoes that do not allow or facilitate correct marching procedure, at the discretion of the director, will result in the student being asked to leave the rehearsal.
6. Clothes being worn to marching rehearsal need to be selected in good taste and judgment. Illegal substance t-shirts or adult product advertisements will not be permitted for rehearsal and these students will be asked to change or leave.
7. Severe discipline distractions could result in the student being removed from the performing ensembles or from the program at the discretion of the director.
8. Bus travel behavior needs to allow for safe driving conditions for the driver. The allowance of the amount of sound is at the discretion of the driver and should be followed without question. All district bus travel guidelines apply during band trips. (No arms or body parts out of windows, stay seated in your seat . . .)
9. Students are never, at anytime, to adjust or relocate another individual's instrument or equipment. This will result in the strongest disciplinary action.

XI. General Class Supplies

1. Students should be self reliant in obtaining all necessary materials. Planning ahead to get to the music store instead of calling the store from class to order supplies is preferable. However, the phone number to several area retail establishments is available from the director.
2. Brass players should have their own slide grease, valve oil, spray bottle (if required). This is safer than throwing water bottles up and down the row.
3. Woodwind players need to have no less than 3 well playing reeds. Cork grease, swabs, and all necessary care accessories should be available throughout class.
4. Percussionists should have their own sticks and mallets to cover their assigned parts. Percussion students should not rely on other student's mallet collections.
5. PENCIL! Mark your parts if you want to remember adjustments.
6. Each student is given their own copy of the music to practice at home and rehearse from at school. Students should NEVER share music.
7. A good attitude helps in all classes.

XII Use of "School-Owned Instruments"

School owned instrument provided by the school are as follows: most Percussion instruments, Tubas, Baritones, Bass Trombones, French Horns, Baritone Saxophone, Tenor Saxophones, Bassoons, Specialty Clarinets (other than Bb), Oboes, and Piccolos.

1. Instruments will be checked out to students playing these instruments.
2. Professional line instruments will be issued to those students placing in higher chairs in the top groups at the director's discretion.
3. General care of the instruments become the day to day responsibility of the individual checking them out.
4. Damage caused by the neglect or abuse of the individual will become the monetary responsibility of the individual checking out the instrument.
5. Normal wear and tear, chemical cleaning, and polishing will be the responsibility of the School District. Normal wear and tear or abuse / neglect will be the discretion of the director. Each individual agrees to this policy before the instrument is checked out.
6. Students are not to handle or play any instrument that is not checked out to them. The only exception to this policy is percussion students. Non-percussionist are not to touch, play, or handle percussion instruments unless instructed to do so by a director or are a member of an auxiliary group, such as the "Indoor Drumline." Strict disciplinary action will be taken on those individuals ignoring this policy.
7. Insurance on these instruments is the responsibility of the student. It is not required, but very highly recommended.

XIII. Instrument Storage

Instrument Storage (slots) will be assigned to each student. Slot location and size will be dictated by the number of slots available for each instrument, and the number of students requiring storage. Materials for school and band may be kept in storage slots if space permits. Students who are unable to keep slots in an orderly fashion will lose storage privileges for all items except their instrument and music. Slots will be assigned at the beginning of the year by instrument. After the initial slot sign-up, all assignment adjustments must be made for seniority with approval of the director. Your slot is your responsibility to keep orderly. If you allow other students to store items in your assigned slot, it is your responsibility to keep their belongings tidy. Excessive decorating may be a reason for suspension of storage privileges at the discretion of the director. The slots are reasonably secured and all students should keep this fact in mind. If a student chooses to put a lock on a cabinet, the combination or a spare key must be given to the director for access if required by the school. Valuables, other than your instrument, should not be kept in the slot. All valuables such as cash or jewelry should be kept with each individual student to insure their security. The band or school does not take responsibility for items misplaced or stolen from the storage area.

XIV. Summer Band

1. Attendance

Attendance is required. Younger students will be learning valuable fundamentals and skills that are usually most unfamiliar. Older students will be refreshing skills not used since the previous marching season as well as providing examples for younger or less experienced students. Older students may also apply themselves to learn music before the pressure of upper level coursework. Students not attending should understand that “spot” assignments will be made during the summer rehearsals. All students attending Summer Band are not guaranteed spots in the drill. They will have an improved chance of earning a spot, but evaluations will be handled by the director and spots awarded accordingly.

2. Rehearsals

All general rehearsal guidelines apply. All students are expected to be on time and prepared to improve at each rehearsal, regardless of the subject matter being rehearsed. Any student not cooperating during rehearsals will be asked to leave the rehearsal. Any consequences of loss of a spot or performance privileges for such behavior could result at the discretion of the director.

XV. Marching Band

1. Participation

- A. Marching Band is a required activity of the “Band Course” in which you are enrolled. It is required that you perform with the marching band unless there is another school activity that is in *direct* conflict and you made previous arrangements with the director **before the beginning of the school year**. Health concerns should also be addressed with the directors prior to the beginning of the school year. Trying out for another activity which will become a time conflict with marching band is not an excuse and could result in loss of “Physical Education” waiver or removal from the group, at the discretion of the director.

- B. The Marching drill is arranged based on Summer Band and Kick-off Camp attendance. Unlike athletic activities, the number of performer’s /competitor’s “spots” in the show is arranged by the director. It is my best guess to get as many students on the field as possible. I also am aware that during the summer months, individuals are caused to move from our attendance zone or are transferred into our attendance zone. This movement causes the band’s total enrollment to move up and down during the summer months and even during the school year. Because of the uncertainty of the numbers, the drill is written to facilitate approximately 85% of eligible students to perform. The remaining 15% of students will still perform at all half-time performances but not in competition performances.

2. Members who do not pass-off music or keep attendance

These members are contributing members of the band. They are guaranteed to perform in all aspects of the band’s performances except the marching portion of halftime and marching competitions. Students will be issued a uniform / instrument, ride the bus to performances, play “stand tunes” in the stands at the football games, and participate fully in all pep-rallies. Students will be able to perform with the band when all music is eventually passed-off. They will re-enter the performance as an alternate Students may also become an alternate for failing to attend a rehearsal or having an attitude not “conducive to success” during class or rehearsal, at the discretion of the director. Some stipulations on the awarding of spots will be taken into consideration. For example, a flute player marching in a tuba spot or “vise versa” is a major stipulation.

Marching Band cont.

3. Attendance

Attendance at every rehearsal requires a positive attitude and is the only acceptable way to attend rehearsal. Scheduling of appointments or other activities during stated rehearsal times is sometimes unavoidable. This should be kept to a minimum for the benefit of the entire group and also understood that there could be consequences of the first absence. The marching band cannot successfully rehearse without all “spots” being covered on the field. If someone is not present, an “alternate” will be placed in this spot for the rehearsal. If this alternate’s credentials (attendance and music memory) are superior to the person that was replaced, the spot will be awarded to the alternate.

4. Failure to participate

in the marching band or severe discipline issues during the “marching season” could result in a forfeiture of the student’s privileges regarding the “spring trip,” at the discretion of the director.

5. Required Materials

A. Rehearsals

1. music
2. marching charts
3. water – or sport’s drink
4. instrument
5. appropriate dress (cool and light) (*hat and sunglasses suggested*)
6. good attitude

6. Guidelines, Policies and Rules relating to football games

General

1. The band is present at football games to provide support for the football team and to add energy and color to the event. WE ARE PERFORMERS, and have the responsibility for:
 - A. cheering with the cheerleaders
 - B. playing the fight song
 - C. entertaining the spectators with appropriate music
 - D. performing at half-time
2. Anyone who is with the band, in uniform or not, represents our band, our school, our school district and our community. With this in mind, it is clear that special behavior is required:
 - A. the uniform must be worn properly (as stated by the director) at all times
 - B. the uniform must be clean, pressed and properly fitted
 - C. It is an act of disrespect toward an organization for its uniform to be worn sloppily, incorrectly or incompletely.
 - D. Students must be present for inspection before boarding the bus to travel to the game. Students should be wearing the uniform for this inspection, unless the directors specify that uniforms may be in a garment bag. Instruments and music will also be checked at this time. Squad leaders will conduct this written inspection and are accountable for accuracy.
3. **Chaperones are required at all school functions, and we are fortunate to have parent volunteers that will go to great lengths to help make our band successful. Our chaperones are to be treated politely and with respect at all times. They are human. In the event of a disagreement, students should cooperate with the chaperone, no questions asked. We can discuss any problem in private when we return to school. Failure to cooperate with a chaperone is a very serious discipline issue, and will be dealt with harshly.**

Marching Band cont.

4. Our Band Boosters will serve bottled water after each halftime. Students may not leave the band area to get food or drinks. Food or drinks may not be brought to the band section by friends for your consumption.
5. Students are to remain in columns throughout the entire game(seated or standing). The only exceptions will be to seek help (emergency) or to go to the restroom. (Students must be accompanied by a Band Booster)
6. **The band area will be reserved for band members and chaperones. Parents who need to speak to a band member should wait outside the band area while a chaperone finds the student, who can then go speak to his/her parents.**
7. Band Members should be careful to use appropriate language at all times. Off-color vocabulary is never acceptable while representing the band.
8. Any band member who fails to follow these guidelines, policies and rules will be subject to disciplinary action at the discretion of the director.

Inspection

1. Always arrive a little ahead of time (10 minutes)
2. The section leader should see all parts of each person's uniform and instrument. (not just the case)
3. This inspection will be recorded on each person before each game for a grade. Punctuality will be a big part.
4. We will run through the show before departure each week.
5. You must bring a note from your parent before we leave school if you plan to leave with your parents from the game. The School District will allow you to leave with your parents, but not friends or other family members. Please don't ask to be an exception. This is CFISD policy!
6. Unacceptable items at inspection include: Jewelry, nail polish, face paint, decals, press on tattoos, decorations on instruments, flowers, mums (they always get messed up), and brightly colored hair ribbons.

Bus Travel to Stadium

1. All standard rules are enforced.
2. Bus captains will conduct roll call before each departure. All students will be quiet during this process without exception.
3. REMAIN SEATED, keep all body parts inside the bus and do not heckle people we pass on the street.
4. Keep our voices down - no shouting, shrieking, etc.
5. iPods, Mp3 players, etc. . . may be played through headphones only. Do not take these items into the stadium.
6. Sit in assigned seat without exception and without a request. Be careful not to sign up with someone that you are not willing to sit with for the entire season.
7. When chaperones or bus captains need to speak to you, for roll check or any other reason, everyone should be quiet immediately and stay silent until announcements are over.
8. At any railroad crossings, the bus will stop. Everyone should be absolutely quiet until the bus crosses the tracks.
9. When the bus turns onto the stadium parking lot, everyone should stop talking. No further talking should take place until the buses are parked and announcements are made.
10. The loading crew will establish the order in which instruments will be unloaded from the instrument bus. As soon as you have your instrument, line up for stadium seating.
11. Field percussion are to unload instruments quickly and stack cases back by truck. Report to the gate as soon as possible in order to warm-up and cadence the band into the stands.

Entering the Stadium

1. Listen for the percussion cadence and stay in step. Do not dance around on your way into the stands.
2. When you arrive at your seat, remain standing until you are given a signal to sit down.
3. Sit in a column, directly behind the person in front of you, and put your hatbox, garment bag, and instrument to your right.
4. Be alert so we can warm-up efficiently and be ready to play the Alma Mater and National Anthem.

Marching Band cont.

5. Attention to the Good Sportsmanship League exchange midfield, announcing the names on the starting line-up, and introducing the home team cheerleaders. An invocation is usually given by a student from the home school.

Immediately after the moment of silence (prayer), the visiting band will play their school song, and then the home band plays. The team will then enter the field while the bands play their fight songs. The national anthem is then played by the home band. We must stand quietly and respectfully facing the other band while they play their school song. When we are visiting, we should stand and face the flag during the national anthem. *It is imperative that we be respectful during the performance of the "Star Spangled Banner."* Singing along respectfully is appropriate.

In the Stadium

1. Stay in your assigned seat (do not stand on the seat)
2. Keep your instrument in your hand or have someone hold it briefly, do not set it down on the bleacher.
3. Stay involved with the activity on the field and be aware of events of the game.
4. When our team scores we need to play the fight song.
5. Be prepared to play the fight song when our team moves into position to score to prevent delay.
6. We need to play several times during each quarter of the game. Be flexible with the order and as soon as you are informed of the next piece to play, get the music ready.
7. During the game we will demonstrate good sportsmanship by sending our officers to greet the other band. Cypress Ranch representatives will be chosen from: President, Vice-President, Historian, Librarian, Spirit Officer, Drum Majors, Guard Captains, Drum Captains, and a designated "marcher of the week." Do not ask if you may go, this is the list we will adhere to each and every week. We will have 5 representatives each week.
8. WE MUST NOT START PLAYING while the cheerleaders are leading a cheer.
9. WE WILL STOP PLAYING WHEN THERE IS AN INJURED PLAYER
10. "Taps" is **NEVER** appropriate at a football game for any reason.
11. We will leave the stadium or move under the scoreboard during the second quarter in order to prepare for our half-time performance.

Half-time

1. While on the field before half-time, we must look the same. Put on your "game face" and use correct posture.
2. If another band performs, we will watch in "parade rest" position, which is "ready position" with heads up. You will learn this position during summer band.
3. Move into "off the field" position of our entrance after the teams have left the sideline area.

Re-entering the stands

1. Wait to open your drink until we are all in the stands and have taken off our hats together.
2. Uniforms are to stay on in their entirety unless you personally hear a director state differently.
3. During the third quarter, chaperones will take care of monitoring trips to the restroom. Only 1 member of each section will be allowed during this time. The band must still play.
4. Toward the end of the game, we will ask for a trash pick up. You'll need to help clean up your own mess.

End of Game

1. At the end of the game, be prepared to play the Alma Mater and Fight Song with pride, win or lose.
2. We will occasionally play a few tunes for the crowd before we pack up to allow traffic to clear from the parking lot.
3. Exit the stands by rows, and do not walk on the seats as we leave.

Marching Band cont.

Bus Travel Home

1. On the return trip, sit in your assigned seat. Bus captains will conduct roll call.
2. When the bus stops, listen for final instructions from the chaperones. You will be reminded to clean the bus and raise the windows. Bus captains should be the last to leave the bus and make sure that the bus is clean and that no supplies or uniforms were left on the bus.
3. **DO NOT EXIT THE BUS AND GET INTO A CAR TO LEAVE. Even if you do not have anything on the equipment bus you should report to help carry in equipment as quickly as possible.**
4. Remember, we will group dismiss from the band hall when all the equipment is out of the buses or equipment trucks.
5. If we have a video tape of our performance, we will show it after we group dismiss.
6. Please arrange for a ride home *in advance each week* so that you do not have to call around to find someone to come get you and then wait even later for them to arrive at school.

Eligibility

Eligibility is determined by the State “UIL” rules. Students who are ineligible are still expected to attend practice to fulfill their “Physical Education Waiver” but will most likely be replaced by eligible students in the performance routine. We will follow UIL rules. No ineligible student is to perform at any football games.

XVI. All-Region Auditions

Participation

All students are encouraged to participate in this activity. This can be an excellent way to earn points toward a letter jacket or a leadership position. Students who are unprepared for the audition will not be allowed to attend the audition at the discretion of the director. Students who are not prepared for auditions will still be responsible for the entry fees. Students only attending the auditions to fulfill the leadership requirement are not acting as leaders and will not be treated as such. Members of the Symphonic Band are expected to participate fully.

Results

All students trying out for the All-Region / Area / State Organizations are to be commended. Many things can happen on the day of the auditions, which are out of each student’s control. Growth and maturity are certain to be derived from the hard work it requires to prepare the etudes and scales. As long as improvement has occurred for the student the entire Region benefits from the experience of the audition. It is healthy to desire membership into these groups, but personal satisfaction of a “job well done” should be the goal. Congratulations!

XVII. Solo and Ensemble

Participation

All students will participate in this activity. This activity can be an excellent opportunity to earn points toward a letter jacket. All Band students will be required to play a solo and ensemble at the event. Students who are unprepared for the competition will not be allowed to attend the competition at the discretion of the director. Students who are not prepared for competition will still be responsible for the entry and accompaniment fees if applicable at the discretion of the director.

Results

Once again the growth and maturity obtained in the preparation are the goal to be kept in mind. Judges vary from room to room and sometimes are a bit more selective in their “first division” ratings than others. We will all celebrate with the students earning medals and jackets. Celebration must also occur for those students who did not earn a medal, but gained knowledge and skill through the process.

XVIII. Concert Season

A. Participation

1. Concert Season is a required activity of the “Band Course” in which you are enrolled. It is required that you perform with the Concert groups unless there is another school activity that is a *direct* conflict that you arranged with the director **before the beginning of the spring semester**. Trying out for another activity that will become a time conflict with the concert groups or its sectionals is not an excuse and could result in loss of “Fine Art” Credit or removal from the group, at the discretion of the director.
2. Each group will have required after school rehearsals. Concert Band I and Symphonic Band will have sectionals weekly for each instrument that are up to 2 hours in length. The Symphonic Band will also have a two hour “full rehearsal” either in the evening or immediately following school. Concert Band I will have a minimum of a one hour sectional with occasional full rehearsals. Failure to attend rehearsals could result in loss of “Fine Art” Credit or removal from the group, at the discretion of the directors.
3. Tests may be given during classes or sectionals. Failure to complete these tests or “pass-offs” in an acceptable manner could result in the student not performing with the group at the discretion of the director. Severe situations could involve students not keeping up and falling behind in their material. These students may be asked to complete written assignments to earn their grade while also practicing individually during class time to catch up. These situations will be dealt with individually at the discretion of the director.

Concert Season cont.

B. Performances

1. All students are required to attend and participate in all performance of his / her group. Failure to attend is reason for removal from the performing group at the discretion of the director.
2. Students are required to attend all performances with all required uniform parts, instruments, . . . Failure to arrive on time or without necessary materials are subject to the same consequences as though students not attending.

C. Eligibility

Eligibility is determined by the State “UIL” rules. Students who are ineligible are still expected to attend practice to fulfill their “Fine Art Credit” but will most likely be replaced by eligible students on their parts and could be given written assignments to fulfill their grades at the discretion of the director.

D. Group Levels

Minimum requirements will be set in order to qualify for each ensemble. (see auditions on page 5. The ensembles will be Symphonic, Concert I, and Concert II. Meeting the minimum requirements for each group does not guarantee a position in any specific group. Other considerations such as instrumentation balance will influence the director’s decision as to which group they qualify. The minimum standards are a guideline to help students realize their current position and strive to improve. The minimum standard should be a ‘bench-mark’ to begin success instead of a conclusion or arrival. All groups will strive to improve and challenge all members to higher levels of performance skills. All of the information is detailed starting on page 5 of this manual.

XIX. Cy-Fair ISD Letter Jacket Policy

To qualify for a jacket, a student must earn a minimum of ten points in one school year. These points must be earned in one area of activity (either Band, Choir, Orchestra or Drill Team). A Student may earn only one (1) major letter award during his/her high school career. The student may earn additional letters in additional areas of activity and in subsequent years. This award will be a patch designed to denote the year and activity of the award.

Band, Choir and Orchestra members may earn points on the following basis:

3 points for gaining membership through audition into the performing All-Region Band, Choir, Orchestra, or Jazz Band.

2 points for gaining membership in the Freshman All-Region Band.

4 points for advancing to the Area Audition in Choir, Band, or Strings.

4 points for gaining membership as a Wind or Percussion player in the Region Orchestra, or the All-State Orchestra.

3 points for performing a Class I, II, or III Solo at the UIL Solo/Ensemble Contest and earning an Superior (First Division) rating.

2 points for performing in a Class I, II, or III Solo at the UIL Solo/Ensemble Contest and earning an Excellent (Second Division) rating.

2 points for performing in a Class I, II, or III Ensemble at the UIL Solo/Ensemble Contest and earning a Superior (First Division) rating.

1 point for performing in a Class I, II, or III Solo at the UIL Solo/Ensemble Contest and earning an Excellent (Second Division) rating.

NOTE: Medium Ensemble events may not be used to gain points.

Band, Choir and Orchestra members will earn points for participation in the following manner:

2 points at the end of the first year of satisfactory participation. **A student who is ineligible for any extra-curricular activities during the year will forfeit these participation points.**

5 points at the end of the second year of satisfactory participation. **To receive credit for this level of participation points, the member must have completed five six-weeks of eligible participation in that division prior to this year. A student who is ineligible for any extra-curricular activities during the year will forfeit these participation points.**

10 points at the end of the third year of participation.

Color guard members may earn points in the following way:

10 points at the end of two full marching band seasons, excluding the freshman year. A full marching band season includes summer rehearsals/practices and continues through the final marching band performance.

Jackets will be ordered in the spring for fall delivery. Students who complete the second year of participation in their senior year will receive the jackets at the conclusion of the marching band season.

XX. Spring Trip

A. General notes

1. The Spring trip is considered a privilege, not a right.
2. The purpose of the Spring trip is to perform. The students will strive to improve their performances to be competitive on a national level and also appreciate groups performing at all levels.
3. Students who are unable to meet behavioral standards addressed earlier in any aspect of the school year will not be allowed to participate in the spring trip, and will be at the discretion of the director regardless of prior warning or subsequent documentation. This behavioral exception could also apply to issues addressed below, pertaining to refunds. The entire burden of this exception rests upon the student and their parents at the discretion of the director.
4. Students not maintaining their eligibility in accordance with the rules of UIL will also not be allowed to participate and will not receive a refund from the booster club, the directors, or any entity pertaining to Cypress Fairbanks Independent School District. Once the bill for the trip has been paid the money will be assumed lost in the event the student becomes or remains ineligible.

B. Student Guidelines for Band Trips

1. School policies pertaining to school trips and functions will apply throughout this trip. We want this trip to be fun, but good judgment must be used by everyone so our travel and recreation time will be safe. School policies prohibit possession of tobacco, alcohol, drugs, or firearms by any student. School policies prohibit use of inappropriate language, inappropriate clothing, and public display of affection. As always, we must follow standards of behavior that are clearly above the norm.
2. Students will need clothing for travel and sight-seeing that conforms to school dress code. Concert uniforms will be worn for the performances. Students will need their own shoes, black socks, and tuxedo shirts. Please have shorts to wear under your uniform (no jeans). Girls will need black dress, shoes, and black pantyhose. Please pack these things in a separate bag to carry to the performance site.
3. Students who need to take medication on the trip should bring the medication with their name on it and give it to the designated First Aide Chaperone. This applies to prescription and non-prescription drugs.
4. Students may bring mp3 players or electronic games if they have earphones. However, students must assume responsibility for the security of their belongings.
5. Individual students may be restricted to their room on the first incidence of inappropriate or disruptive behavior, at the discretion of the chaperone. Chaperones will ask the student to remain in his/her room regardless of the stated curfew. Further disruption and possibly the initial infraction will result in director involvement and automatic discipline referral after returning to Cypress Ranch.
6. Do not congregate in the hallway at the hotel / condo. This disrupts other paying guests. Meet in the lobby area or designated area for card games, etc. Students must remain in their own rooms after curfew. Curfew will be

Spring Trip cont.

- determined by the director for the entire group. There will be two times to note. The first stated time will be "in room curfew" and the second time will be "lights out". Television privileges may or may not be extended by the director at the time curfews are given. If a separate issue is not made, the television is to be turned off at "lights out" time.
7. Girls may not visit boys' rooms and boys may not visit girls' rooms AT ANY TIME - FOR ANY REASON. Not even to help carry in luggage. This is probably the most serious mistake in judgment that could possibly be made and will be dealt with harshly.
 8. Students will not be allowed to make long distance calls from their rooms. They will need to use the pay phones, even for credit card or collect calls. No phone calls will be allowed after curfew except to call a chaperone for assistance. No other exceptions!
 9. Students will not swim or use any pool facilities on a Cypress Ranch Band trip.
 10. "Beach Rules:" Students may not go in the water on the beach. There will be chaperones posted at opposite ends of the beach. You may not venture past these chaperones. If a chaperone is not on the beach during a "beach time" you may not go on the beach. You may only go on the beach during stated "beach times". We will do our best to make sure the beach is available to you, but it is not guaranteed. A single infraction of "beach rules" will result in beach privileges being removed for the entire group.
 11. Couples, who are misbehaving during the trip, may be asked to not associate with each other for the duration of the trip. Couples are allowed to "hold hands". Anything other than "holding hands" will be considered "PDA" and deemed inappropriate. This policy applies to every aspect of our trip: traveling, performing, audience . . .
 12. Students are to follow the request of the chaperones without question. Failure to comply immediately with a chaperone request is a serious discipline issue and will be dealt with harshly. If a chaperone is not being fair, follow the requests as stated and we will solve any misunderstandings upon arrival back at Cypress Ranch High School.
 13. Students who are unable to follow rules may have their room assignment changed, parents notified, and possibly find themselves returning to Houston immediately at the expense of the parents.

XXI. Leadership Requirements

Each position is an opportunity to serve the band program and its members. The responsibilities are to be taken seriously, and earning a position either by election or audition begins your responsibility for the year. All elected officers are expected to:

ELIGIBILITY Students must maintain all eligibility requirements during the term of his or her office. If eligibility is not maintained, the student could be removed from office at the discretion of the director. Students involved in serious discipline issues can be prohibited to run for office at the discretion of the director. Students seeking positions of leadership must have completed a full year of academic eligibility prior to the election or audition. Students who have completed a full year of academic eligibility are permitted to run for an office or audition, regardless of "track history". Students must meet the requirements concerning grade level designated for each office or position.

ATTENDANCE Students must attend and participate in all events that include the band. Excused absences may include severe illness, family tragedy, or events beyond the control of the student and/or parents. These absences will be determined excused or non-excused at the discretion of the director. Failure to uphold the attendance requirement will result in removal from the group or office.

FULFILLMENT OF DUTIES Students must fulfill their duties assigned in a timely and efficient manner. Failure to complete tasks assigned or perform routine responsibilities could result in removal from office, at the discretion of the director.

ELECTION OR TRYOUT PROCEDURES Students who desire to run for office or tryout for squad leader or drum major positions need to have met the eligibility requirements. These students must also have teachers complete evaluation forms (5 each for Drum major and Officers) (3 each for squad leader candidates).

Each student must then write a statement stating why they wish to earn a position of leadership. These statements will be posted in the Bandhall for all band students to review. Officers will be elected by the band and color guard classes. Results will not be available for public review. A winner of each office or a run-off will be announced. Students will retain their office until the director sets the next election date. (usually in May) (thus: term of office is from May until May of the next year)

Squad leader tryouts will consist of 4 parts: (1) There will be a written test that each candidate must master within a stated time period. (2) "Coordinate" Location / Explanation Test. (3) Command Calling / Leadership Test (4) Marching Competency Test. This process will occur in May of '09 for the Fall '09 marching season.

Drum Major candidates must first qualify as a squad leader. Each candidate will then participate in an additional audition which will include 3 parts: (1) Conducting (2) Whistle calls and Commands (repeated) (3) interview. Each candidate **must** agree to attend a summer instructional camp (at their own cost) if awarded a drum major position.

Cypress Ranch Band Council

Each office is an opportunity to serve the band program and its members. Opportunities to help the band are numerous and it is counted on that the officers search these needs out and assist the directors in obtaining. The responsibilities of each office are to be taken seriously, and being elected to a position begins your responsibility for the year. These officers will be elected in May of '09 for the '09-'10 school year. All elected officers are expected to:

President

- A. Senior (band or color guard member)
- B. Meet and uphold leadership requirements.
- C. Presides over Band Council meetings:
- D. Makes sure meetings take place at appropriate intervals.
- E. Organize all agenda for meetings.
- F. Keeps meetings on task.
- G. Responsible for other student leadership activity/productivity.

Vice president

- A. Senior or Junior (band or color guard member)
- B. Meet and uphold leadership requirements.
- C. Assist the President in fulfilling his/her responsibilities.
- D. Keep written minutes and records of meetings.
- E. Fill in positions that are vacated or not fulfilled.
- F. Attends all Band Council Meetings.

Historian

- A. Senior, Junior, or Sophomore (band or color guard member)
- B. Meet and uphold leadership requirements.
- C. Compiles band scrapbook, to be presented at banquet
- D. Collects photographs from marching band, Region band, Solo and Ensemble, UIL, and Spring Trip.
- E. Collects programs from each performance of the band.
- F. Collects news clippings about the band.
- G. Record data regarding awards earned as individuals and as a group. Maintain running files of awards earned but also of participation.
- H. Updates bulletin boards
- I. Writes "script" for school-wide announcements to publicize band events and accomplishments and attends all Band Council Meetings.
- J. Attends all Band Council Meetings.

Librarian

- A. Senior, Junior or Sophomore (band or color guard member)
- B. Meet and uphold leadership requirements
- C. Responsible for filing and maintaining music library.
- D. Responsible for sorting and copying new material for students of all bands.
- E. Attends all Band Council Meetings.

Spirit Officer

- A. Senior, Junior or Sophomore (band or color guard member)
- B. Meet and uphold leadership requirements.
- C. Attends all Band Council Meetings.
- D. Provide leadership in organizing campus spirit from the band.
- E. Posters for other student organizations.
- F. Cards for individuals who are sick, etc.
- G. Plan and Organize the Band Banquet.

Leadership Requirements

**all points are at the discretion of the director*

Required Points

Work 2 events that we host (UIL or Pre-UIL)	1pt.
Attend <i>minimum</i> 2 director approved work details.	1pt.
Must do <i>minimum</i> 6 hours community service time for band	1pt.
Must do <i>minimum</i> 8 hours community service time	1pt.

Extra Points

Every hour extra community service for band (clean etc.)	.1pt. per hour
Make Region Band	2pts.
Make Area Band	4pts.
Make All-State	6pts.
Hear/See Concert, Theatre, Houston Symphony etc.	2pts.
Hear any high school band performance (on your own time)	2pts.
Work extra events	1pt.
Loading Crew	3pts.
Extra Musical Activities (perform in church, jazz etc.)	2pts.
Bring 2 tissue boxes	1pt.
All A's for whole semester	1pt.

Leadership Requirements cont.

If you sign up for any event, are not able to make it and do not find a replacement, you will **lose** 10 points! No exceptions!

Consistent unexcused absences or tardies will result in not fulfilling your student leader responsibilities.

Total Points Needed	15
Required	5
Extra	10

XXII. Auxiliary Groups

INDOOR PERCUSSION PROGRAM / WINTER GUARD / JAZZ ENSEMBLE / MUSICAL ORCHESTRA / GUARD FLOOR CREW / TROMBONE CHOIR / BRASS CHOIR

These groups are vital to the well being of the band program at Cypress Ranch High School. These organizations will be founded and created as membership allows. Membership in these groups will be gained by audition or appointment by a director and include multiple performance opportunities. Performance in these groups is optional and may not be available to certain students who are unable to fulfill their primary band or Guard responsibilities. Membership in these groups can be granted, denied, or removed at the discretion of the director for behavioral issues on or off campus with or without the band's involvement. The student could possibly be removed for the inability of each student to fulfill coursework in band or any other subject area. The guidelines of the groups are to be "inline" with the guidelines of the band. Consequences of inappropriate behavior or actions within these groups can jeopardize "good standing" status within the band classes. Results for this loss can range from loss of leadership positions, or the ability to run or tryout for an office, to disqualification for Spring Trip, at the discretion of the director.