

**Claudia Taylor “Lady Bird”
Johnson High School Band**



Member & Parent Handbook

Welcome to the Johnson High School Band! We are excited you will join us and have designed this book as a reference tool to help familiarize your family with the band policies, protocols, and procedures.

Please look through the sections:

- 1. Introduction**
- 2. Grading Policy**
- 3. Fees**
- 4. Attendance, Auditions and Conduct, Cell Phone Policy**
- 5. Primary, A/B, Alternate Marching Assignments**
- 6. Rehearsal/Instrument Supplies, Uniforms, & Water Coolers**
- 7. Letter Jackets, Private Lessons, School Instruments, NEISD Extracurricular Code of Conduct, Band Banquet**

I. Introduction

Purpose

The Claudia Taylor Johnson Band Handbook has been created as a guide for students to gain the most from their time as a member of the band program, as well as to provide insight into the everyday practical experiences of being a part of the organization.

Mission

The mission of the Claudia Taylor Johnson High School Band is to provide each student with a well-rounded musical experience in a family oriented and supportive environment that fosters learning, growth, and the development of practical life skills.

About the Band

The Johnson Band was founded in January of 2008, as a curricular/co-curricular offering of the North East Independent School District's newest high school, Claudia Taylor "Lady Bird" Johnson High School. Johnson opened for its inaugural year in August 2008.

The Band Directors at Johnson High School are Jarrett Lipman, Rob Lozano, Julia Donnell and Patrick Cheney. The Colorguard is under the direction of Mr. Chelsea Arenas. Adjunct faculty includes Kris Hartman and Aaron Barnes.

The Bands of Johnson High School include the marching band, concert bands, jazz ensembles, percussion ensembles, and chamber groups. Under the “band family,” we also include the Colorguard and the twirlers.

In its brief history, the Johnson Band has established itself as one of the premier band programs in the State of Texas, and endeavors to become a role model for music education and student leadership in the United States.

II. Grading Policy - Band & Flags

Your grade in the Johnson High School Band will be based off of performance in the following six different areas:

- Daily Preparation/Supplies (5%)***
- Rehearsal Attendance (20%)***
- Performance Attendance (20%)***
- Daily/In-class Performances/Written Assignments (15%)***
- Music Pass-offs (20%)***
- Exams (20%)***

Below is a break down of the grading system for each:

Writing/Daily Preparation/Supplies (5%)

• All paperwork submitted as required • Daily Writing Assignments • Proper performance/rehearsal ATTIRE as required • Instrument • Music Binder • Flip Folder • Fundamentals Book • Pencil • Tuner • Metronome

Rehearsal Attendance (20%)

Attendance at *all scheduled rehearsals*. Students will be docked points for all unexcused absences. Excessive unexcused absences during in-class /school day rehearsals will also directly affect this grade.

Performance Attendance (20%)

Students will receive a grade for attending and performing at each concert and competition.

NOTE ON ATTENDANCE: Attendance at ALL concerts, competitions, performances, and before/after school rehearsals is mandatory. Students who wish to apply for an “excused absence” may do so by filling out an absence form and turning it in at least 48 hours prior to the rehearsal absence. Students who fail to submit an absence form will receive a “Zero” for the missed rehearsal or performance.

Excused absences are limited to:

1. Medical Emergency (Doctor's note required)
2. Death in the Family
3. Competition/Athletic event (conference with coach required)

Daily/In-class Performances or Participation (15%)

Individual student performances of assigned solfeggio, singing, rhythm, or scale performance exercises during class. Band members will perform in front of the class multiple times during the semester and will be evaluated with a numerical grade out of 10pts:

10 - Perfect, fluent performance with no errors

8-9 - Few mistakes, student recovers quickly

6-7 - Incorrect rhythms or notes, but student completes performance

4-5 - Incorrect rhythms or notes, may not complete performance 1-3 -

Glaring performance errors, preparation not evident

Music Pass-offs (20%)

Each student will complete music pass-offs during the fall semester, either during class, before school, or after school. Pass-offs will be with a Band Director or member of the Band Staff. All students are responsible for music checks during the fall and the spring semester. Some will be during class, others the students will sign-up for. Music checks will follow the standard rubric for Region/State etudes.

During concert season, a weekly listening schedule will be established to pass off the UIL Contest Material.

Students may also be evaluated on *Region Music, Scales, and other technique exercises* based on the ensemble's requirements.

Exams (20%)

Each semester, students will take a *mid-term and final exam* during class. The exams may include written theory and musicianship material, singing/rhythm performances, and performance on one's instrument.

In addition to the mid-term and final, students can expect *at least one* additional exam during the fall and spring focused on sight-singing and rhythm skills.

**Band members should be prepared for out of class performances during mid term and final exam periods.

III. **2022-23 Band/Colorguard Enhancement Fee Structure**

Competitive Marching Band \$1275

*****Includes NEISD Uniform Fee & Colorguard Uniform Rental Fee***

*****Includes purchase of WW, Brass, & Percussion Uniform components***

Mulch Sale

*****Each family is responsible for 20 bags of mulch in the spring.***

Instrument Fee (if using school instrument)\$50

- Covers instrument usage through the year
- One fee for concert AND marching horn

Performance / Travel 20%

- Charter Bus Rental for Competitions
- Some contest day meals • Contest Travel performances beyond UIL Marching Contest and UIL Concert Contest • Marching contest entry fees • Concert contest entry fees • Copyright expenses

Instruction/ Clinicians 60%

- Colorguard Director Salary • Percussion Director Salary • Visual Caption Salary
- Marching Band Drill design (Visual Routine)
- Marching Band Woodwind and Brass Book Design • Marching Band Batterie Percussion Design
- Marching Band Front Ensemble Design
- Marching Band Electronics Design and Consulting
- Marching Band Choreography for WW, Brass, and Batterie • Colorguard Assistant Instructor Position
- Marching Instructor Positions • Brass and Woodwind Masterclass Clinicians
- Concert Band Clinicians 5

Equipment/ Uniforms 20%

- Purchase and upgrade of school owned instruments
- Purchase of marching uniform components
- Rental of colorguard costume components
- Marching uniform fittings •
Rental of Tuxedo (1st/2nd band boys)
- Purchase of props, screens, and visual aides for marching show • Purchase of colorguard flags, rifles, sabers
- Purchase of percussion mallets, sticks, heads
- Purchase and upgrade of electronics and amplification equipment including cables, speakers, wires, and microphones
- Purchase of reeds, oils, corks, and supplies
- Purchase and or rental of sheet music/method books

2022-2023 Non-competing Marching Band or Concert Band only

Marching Band Member - Non competing, no nationals \$1000

****Includes NEISD Uniform Fee covering Use, Dry Cleanings, & Repair **Fee for students who are attending all games, and doing the pre-season halftime show, but not attending nationals or marching competitions in the fall**

Mulch Sale

****Each family responsible for 20 bags of mulch in the spring**

Discounted Fees

- Students who are athletes and have a conflict with fall marching season may participate in concert band at a reduced rate. Additionally, students with financial or medical concerns should reach-out to the band director regarding concert band only options that are available.
- **Concert Band ONLY - for students with medical excuses, financial issues, or athletic conflicts is \$275.00**

Instrument Fee (if using school instrument) \$50 • Covers instrument usage through the year; One fee for concert AND marching horn.

Performance/ Travel 10%

- Charter Bus Rental for Competitions
- Some contest day meals • Contest Travel performances beyond UIL Marching Contest and UIL Concert Contest • Marching contest entry fees • Concert contest entry fees • Copyright expenses

Instruction/ Clinicians 65%

- Concert Band Clinicians
- Brass and Woodwind Masterclass Clinicians
- Colorguard Director Salary

- Percussion Director Salary
- Visual Caption Manager Salary
- Marching Band Drill design (Visual Routine)
- Marching Band Woodwind and Brass Book Design • Marching Band Batterie Percussion Design
- Marching Band Front Ensemble Design
- Marching Band Electronics Design and Consulting
- Marching Band Choreography for WW, Brass, and Batterie • Colorguard Assistant Instructor Position
- Marching Instructor Positions

Equipment/ Uniforms 25%

- Purchase and upgrade of school

- owned instruments •Purchase of marching uniform components • Rental of colorguard costume components
- Marching uniform fittings
- Rental of Tuxedo (1st/2nd band boys)
- Purchase of props, screens, and visual aids for marching show • Purchase of colorguard flags, rifles, sabers
- Purchase of percussion mallets, sticks, heads
- Purchase and upgrade of electronics and amplification equipment including cables, speakers,wires and microphones
- Purchase of reeds, oils, corks, and supplies
- Purchase and or rental of sheet music/method books

2022-2023 Payment Schedule

February 15, 2022 \$275.00 - **Competitive Band Deposit, Non-refundable**

***Determines number of marching spots for 22-23*

March 15, 2022 \$250.00 - Competitive Band Installment

April 15, 2022 \$250.00 - Competitive Band Installment

May 15, 2022 \$250.00 - Competitive Band Installment

August 1st, 2022 Competitive Band Balance due

August 1st, 2022 Non-competitive(\$1000) /Concert Band fees due (\$275)

Due to COVID-19, families requiring a custom payment plan should contact the Head Band Director/Administrative Assistant.

Any families struggling with financial issues due to COVID should speak to the Head Band Director about delaying payments.

We have a refund/cancellation policy in place for students who are unable to continue with band after they sign-up. *Voluntary termination of membership* includes students who change their mind after signing up, decide to pursue other interests, or find themselves in a disciplinary situation that causes them to be removed from band. *Involuntary termination of membership* includes students who are injured, move to another school, or a family member experiences a loss of employment or serious life issue. ***Terminations of membership must be in writing to the Head Band Director; refunds will be issued based on the date on this termination notice.***

Voluntary Refund Structure

I.e. "Change of heart," decides to pursue other interests; May also include removal from program due to disciplinary issue Prior to

June 1st - \$275.00 forfeited June 1st - August 1 - 50% forfeited

Involuntary Refund Structure

After August 1 - 75% forfeited
I.e. Injury, moving to a new school, loss of employment, etc.

Prior to June 1st - \$250.00 forfeited
After June 1st - 25% non-refundable, remaining balance refunded at the discretion of Head Band Director & Campus Administration

IV. Attendance and Conduct

Attendance & Commitment to “BE THERE”

Because the Johnson Band functions as a team and counts on each member's presence at rehearsal to accomplish the goals, *prompt attendance at each and every band function is mandatory and a part of the commitment to the program.*

For attendance purposes, a band function is defined as: Any rehearsal, sectional, performance, trip, or event scheduled by a Director.

Each member is responsible to be at the required location, properly attired, with his or her instrument and all of the necessary equipment, *before* the appointed time that Roll Call takes place.

The following guidelines outline the attendance procedures and policies for the marching band:

The Directors will establish a “Roll Call” time for each rehearsal. Students should be standing in the form prepared for this, but should arrive at least 10 minutes prior to this time to allow for unpacking, and other preparations for the rehearsal.

Excused Absence

Your grade in the Johnson High School Band will reflect active participation in rehearsal and success as a performer. Coming to rehearsal prepared continues to reign paramount over all things, enabling you to enjoy a successful performance during competition season.

Excused absences are limited to:

1. Medical Emergency (Doctor's note required)
2. Death in the Family
3. Academic Intervention (conference with teacher/counselor required)

For advanced notice absences, parents/students should e-mail the Head Band Director no later than 48 hours prior to the missed rehearsal. Students who are continually ill should provide a Doctor's note in case there are special instructions we need to follow. If in doubt, an absence should be checked with a director.

Absences/Tardy

A tardy will be converted to a mark of “absence” 15 minutes after the rehearsal begins. Tardy is defined as arriving to an event after the start time. Excessive tardiness will follow the same consequences as unexcused absences.

Special note: **On most weeks, students have one afternoon free during the marching band season. Please use these days for appointments and routine professional visits.**

Without question, schoolwork and academics remain the number one priorities for all students at Johnson High School, whether or not they participate in a varsity sport or co-curricular ensemble. With that said, “I had a lot of homework last night ...” or “I had family over last night...” will not suffice as an acceptable excuse for missing a rehearsal. It is up to you to learn to balance your time responsibly. We will help with this ... but planning is key!

Participation in the Johnson Band means a commitment to not only one’s own time management, and personal improvement, but also to other members of the team. During auditions, all students received detailed information on the amount of hours of rehearsal each week to plan for and in following through with the audition, students and parents agreed to develop a time management plan that would allow balance between school and this varsity sport.

Barring unforeseen medical emergencies or loss of a family member, no further conflicts are expected or accepted. Should an academic conflict arise, parents should schedule a meeting with the Band Director immediately to discuss possible scenarios.

Unexcused Absence Consequences

Students who have an unexcused absence will be subject to one of the following consequences:

1. Loss of status as a primary marcher
2. Lowering of rehearsal attendance/performance attendance grade
3. Loss of marching privilege for one or more games.
4. Loss of attendance privilege at one or more games.
5. Removal from the marching band

Sectionals

Sectionals may be called by a Band Director or by the Section Leader. Section Leaders must obtain approval from a Director in advance and give the section at least 24 hours notice for all sectionals. Section leaders **MUST** ensure that a sectional will not cause a violation of the 8-hour rule. Sectionals shall be used to play-off or prepare music.

Eligibility

Many band activities are designated by the state as extra-curricular. These activities are therefore governed by the state laws regarding participation.

The state law is such that a student shall be suspended from participation in all extra curricular activities sponsored or sanctioned by the school district during the six week period following a grade-reporting period in which the student received a grade lower than seventy in any one class. However, the student may not be suspended from participation during the period in which school is recessed for the summer. Also, students are not suspended for practice or rehearsal of extra-curricular activities.

Students may regain eligibility under certain circumstances. If a student has been suspended as a result of failing, he / she may regain eligibility by passing ALL courses in the third week of the affected grading period. Thus, he may regain eligibility at the conclusion of the 4th week of the suspension period.

A few band activities are designated by the state as co-curricular. These activities are those that occur on campus, and are a natural extension of the learning taken place in the classroom. Examples of this type of activity are the public concerts that are presented at Claudia Taylor Johnson High School. These activities are not governed by the state eligibility law.

General Conduct / Expectations

Band Members will observe all policies set forth by the North East Independent School District, in addition to the following, as they pertain to the instrumental music setting:

1. All students are expected to conduct themselves properly at all times.
Display of profanity, temper, flagrant violation of rules, etc., will not be tolerated. Individual behavior during a band function is a reflection of the group.
2. Students will follow the director's instructions.
3. Students will be in their assigned rehearsal area ready to work at the set rehearsal time.
4. Students will bring all equipment including music, pencil, instrument, and all supplies to rehearsals daily. (See detailed supply list for each instrument.)
5. Students will keep hands, feet, and other objects to themselves.
6. Students will bring no food, drinks, candy or gum in the Band Hall area without permission from a band director.
7. Students will not play on equipment they do not own or have permission from a director to use. Students will not touch, handle, borrow, or use anyone else's instrument, uniform, or personal belongings.
8. Students should ask for permission to speak by raising your hand and waiting to be acknowledged. All rehearsals are expected to be extremely quiet so that our time will be utilized wisely.

9. When allowed in the band hall, either before or after school, students will not disturb any rehearsal in progress.
10. Students will be allowed to use the student telephone before and after school without asking permission as long as such call relates to school business.
11. Students will respect the property of others, and return their equipment to its proper storage place when not in use. Each student is responsible for keeping his or her storage area clean.
12. Students will not enter the directors' offices without permission. 13. Students will not deface or mark on music stands, walls, freshmen, etc.
14. Students should keep their equipment in the designated storage area , and keep said storage area clean and neat in appearance. Students who demonstrate great difficulty with this may lose the privilege of having a storage area in the band hall.
15. Students will utilize their assigned storage slot / locker for instrument cases during rehearsals. Cases should not be brought into rehearsals unless requested by a director.
16. Any behavior, which is not representative of good citizenship, as perceived by the band staff, may result in the student's dismissal from the activity at hand as well as the band program. This also applies to the actions of student leaders in both public and private events.
17. At no time should a student be without permission from a director in the upstairs loft, uniform room, or ensemble room.

Travel Guidelines

The band will frequently travel on both school and commercial busses. Student conduct is expected to be at the highest level on any trip.

1. Students must travel to events and return from events on the bus. Any student wishing to arrive or leave with his / her parent, must notify a director in writing prior to the event. A decision will be rendered based on the circumstances provided.
2. Students must have all necessary forms completed and returned, to travel on any trip with the band.
3. While on the bus students will:
 - A. Remain seated at all times
 - B. Sit properly in a forward position
 - C. Keep the bus clear of food, drinks, and debris
 - D. Keep all body parts inside the bus
 - E. Remain silent when addressed by person in charge on the bus
 - F. Refrain from loud, boisterous talking, screaming, whistling, etc...
 - G. Refrain from public displays of affection

Special Note:

Students are reminded that all performances / concerts start and conclude at the band hall. As a member of the band, you are a representative of your school. Always be on your best behavior. If you are in doubt about an action, DO NOT DO IT! Your conduct should positively reflect the school, the band, your home, and your community.

Chaperones

Our chaperones bring together the finest volunteers at Johnson High School to ensure the safety of our band students while on trips at away games/ competitions. Students should afford chaperones the same respect they would a Band Director or member of the Johnson High School Administration.

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

Performances of the concert ensembles will include but are not limited to the following:

- Winter and Spring Concerts
- Band Festivals / Pre U.I.L. Contest
- U.I.L. Contest

Concerts / Performances

Concerts and performances are frequent with all bands. Students should consult their schedules for dates and times. Periodically, the schedule will change and updates will be sent home.

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

Concert Guidelines

1. All concerts are a group effort, thus, attendance is required.
2. All concerts are an extension of the classroom and will be graded.
3. Students should be punctual and prepared for all events.
4. In the event a performance causes a student to miss another class, the student is responsible to make up all missed work!
5. The appropriate dress for all concerts will be a dress uniform.
6. Students are expected to stay the entire concert.

Individual Solo & Ensemble Competitions

The University Interscholastic League (UIL) sponsors both individual and group music competitions for high school band students. Competitions include individual solos as well as ensembles. Students are required to perform at Solo and Ensemble. The exact performance requirements will be at the discretion of your student's individual band director. Soloists must perform with piano accompaniment if an accompaniment is published with the solo. Each student must find his/her own accompanist.

Audition and Solo Policy

All decisions regarding ensemble placement, chair placement, and selection of soloists is left to the discretion of the band directors. Band members have the ability to audition in December and May of each year for placement into a higher ensemble. In the event a student places into a higher or lower band, they may have a schedule change. Decisions regarding solos in the marching show, or solos in concert band are left to the discretion of the band director(s) and maybe based on several factors including the semester audition, chair placement, TMEA audition results, past participation, or an open audition. None of these results is final in determining which students will perform a solo. Students and parents may discuss concerns at any time, but the final decision on solos is up to the band director(s) and maybe based on multiple factors.

Additionally, challenges for solos or chairs may or may not be offered. This decision is left up to the band director(s).

Parent Conferences

The preferred method of contact to the Band Directors is by e-mail. Addresses can be found on the website. Should a conference be necessary, you may e-mail us to coordinate one.

Band Discipline Plan

For a violation of any State Law, NEISD policy, CTJHS school rule, UIL rule, Johnson Band rule or requirement, the following disciplinary actions may be imposed:

1. Student correction and/or counseling
2. Parent notification
3. Office referral and loss of band privileges
4. Exclusion or removal from the band program

On the second disciplinary offense within a nine-week period, the student will be given a U in conduct during that nine-week period.

The above information outlines the general plan for most disciplinary issues. However, the disciplinary action imposed in each instance will be at the discretion of the Band Director considering the nature and severity of the conduct, the circumstances of the conduct, its frequency and prior warnings or action, consistency of action considering other situations, and other relevant factors.

All appeals should be addressed to the Band Directors first. Following discussion with a Director, appeals may then go to the Vice-Principal. Appeals to the Principal's office should be made only after the Band Directors and then the Vice Principals have responded.

Medical, Consent, and Other Forms Requirements

To enjoy the privileges of engaging in certain Johnson Band functions, NEISD policy requires that members turn in physicals, medical forms, consent and/or permission forms, and other documentation as needed on each occasion.

It is the responsibility of the band member to obtain the required documents, seek the necessary signatures, and return them to the proper person or place *by the specified time*. To function effectively, the Johnson Band relies on each of its members to follow through on all of the necessary paperwork. *Without all documentation in order, members will not be permitted to attend functions, trips, or other events.*

Johnson Band Cell Phone Policy at Games

In an effort to balance out the "capture the moment" day and age we are in ... we allow students to have their phones in the stands for the purposes of snapping a photo only or in the event of an emergency from home. We recognize many use the phone as a life-line, and we also recognize the desire to capture these great moments at the games, as well as full retreats when we are out at them.

1) **No use other than photo/video or emergency call with their parent or guardian** -- At games and performances, students should not text or play games. We are performers first. Keep the phone away and focus on the game. Should an opportunity arise for a photo, take it then get back to the business at hand. Band members should not use their phones for non-emergency contact (text/ call). Band members should not use their phones for games, apps, or anything other than photo/ video/emergency call and this may distract from the game/event.

2) **Media Permission** - Although this is an issue beyond the stands, band members should not take photo or video of other students without their consent or wishes. In today's society, we simply cannot control everything. We can however remind that the overall purpose for this change is to allow a students a positive opportunity to capture great memories in their life, and benefit from the use of available technology. Students who violate the good nature of this rule will be subject to disciplinary action unto and including removal from the band program. By using your phone in the stands, you consent to agreement of this and will work to maintain the positive spirit of this change.

3) **Security of phone** - We cannot guarantee the safety or security of phones. Band members may use the pouch on their uniform or shako box to secure phones at half time. We do often have someone watching the stands when we go down to perform. Chaperones or staff will not keep phones for students, and they are responsible for their safekeeping. If a phone drops down below the bleachers at a game, it most likely cannot be retrieved until the Monday after the game.

4) **“Put it away”** - If at any time in the game, a chaperone or director asks a student or the band to put their phones away for a time, students will immediately honor this rule or be removed from the event. We do not expect this to happen often, but if the game is moving quickly, and or we are getting ready to move this would be an example. **Additionally, if a player is down or injured on the field**, it goes without saying no photography/phones/media/etc.

V. Primary, A/B, or Alternate Marcher Assignments

What is a Primary Marcher?

A student who has a marching spot, and will march every performance the entire season. Exceptions would occur due to injury or ineligibility. Additionally, a Primary Marcher can lose their position by failing to complete SmartMusic assignments or missing rehearsals.

What is an A/B Marcher?

A student who shares a marching spot, will march every other football game and split competitions. A/B students will rehearse with the band throughout the season, and rotate in and out of their positions. We will provide parents with a schedule of performances prior to the season starting so you can plan. An A/B marcher may move into a Primary Spot if another student becomes unable to fulfill their responsibilities due to injury or ineligibility. Additionally, a primary marching spot may open up as a result of another student not keeping up with SmartMusic. A/B students must keep up with SmartMusic as well.

What is an Alternate?

As with most competitive, large, high school marching bands, the Claudia Taylor Johnson High School Marching Band has an alternate marcher policy. In order to design a particular musical and visual effect, a competitive marching show is written for a specific number of marchers (in our case, 80 woodwind positions and 80 brass positions, plus 16 tubas). A competitive show is always written with fewer positions than there are members in the marching band. An alternate marcher is a student who has not been assigned to a specific position in the competitive marching show. In some ways, an alternate marcher is analogous to that of a 2nd string player in competitive sports in that the alternate marcher is in good standing and ready to perform when called up to the field.

Specifically, the alternate marcher will: • learn all fundamentals • memorize all music • learn a position in the show (“shadow” a primary marcher) • assist with props for performances • be ready to take another marcher’s position • be involved in all trips, football games, pre game, parades, and special performance opportunities

In short, an alternate marcher does everything that a primary marcher does except for marching 100% of the time in the varsity band show. Alternate students may move into an A/B spot should one open up due to injury or ineligibility. Alternates must keep up with SmartMusic and attend all rehearsals in order to improve and work towards earning a primary position.

Why do you have these positions?

There are two reasons for creating A/B & Alternate positions.

First, the show has been written for a specific number of students. In order to commission music and drill, an estimate of the number of students in each section and the entire band must be submitted months in advance. Otherwise, drill maneuvers and music will be received late, creating a "catch up" form of rehearsal. That process would always put our students at a competitive disadvantage compared to other bands. An effort to create a position for every student that registers for band at the beginning of summer band camp would mean that our drill may not be ready until as late as October, leaving only a few weeks of season remaining.

Secondly, we have occasionally experienced attendance difficulties, lack of music or drill memorization, and work ethic issues that make it impossible for the band as a whole to remain competitive. When one person is missing from the field or out of position, it affects the entire group. It is vital that all marchers on the field be well prepared to march and perform as a cohesive unit. The reserve marcher policy will ensure that every marcher on the field is completely dedicated to the success of the entire band.

June Ratings and Assignments

To provide students feedback on their status heading into the summer, all woodwinds and brass will receive a rating of I, II, or III at the June Camp. Based on movement performance at the four rehearsals, early SmartMusic preparation, semester auditions for 10-12 graders, and middle school director recommendation for incoming 9th graders, we will provide a rating for students before the summer. These ratings allow students and families to plan for the fall, and give an idea what areas to improve to prepare for August. Final positions will be assigned by the 3rd week of camp, based on summer SmartMusic and the August camp.

Division I Rating

Students who receive a rating of I are on track to serve as Primary Marchers for the upcoming season. We believe these students possess both the musical and physical skills to receive a marching spot. These spots are contingent on students staying in shape over the summer, and keeping up with conditioning. Additionally, students who receive a I rating must keep up with SmartMusic assignments in order to keep their spots. Students who fail to keep up with summer physical conditioning and complete SmartMusic assignments may be re-assigned to an A/B or Alternate position in August.

Division II Rating

Students who receive a rating of II show much promise. A division II rating may mean there is a need for improvement either in visual/physical responsibilities, music, or both. Students with a division II rating may also be in a section with more students than there are spots available. Students who receive a division II may end up in a Primary Position, an A/B position, OR an alternate position depending on summer improvement and progress. Students who show marked progress on SmartMusic and improve upon visual responsibilities will receive strong consideration for a position upon returning in August.

Division III Rating

Students who receive a rating of III have a need for improvement either musically, visually/physically, or both at a level that we believe they may not be ready this year to march in the show. Students who receive a III are on track to serve as an Alternate for the upcoming season. With that said, if a student shows significant improvement musically and visually over the summer, they may receive consideration for an A/B position upon return in August. Keeping up with SmartMusic would strongly improve a Division III's chance at a position.

Who selects a primary marcher versus an alternate or A/B marcher?

The staff that is hired by Claudia Taylor Johnson High School will consult with the Head Band Director and offer their recommendations. The Head Band Director will make all decisions on assigning primary or reserve marching status. Attendance record, music and drill memorization, body coordination (marching and dancing), and a healthy cooperative attitude will be among the criteria considered for primary marcher status.

Special Notes:

- A marcher's status will **NOT** be determined on the basis of parent involvement or donations · A delinquent, required payment may subject a marcher to alternate status
- A history of on-time full payment **does not guarantee** that a marcher will be given primary status at any time during the season
- All part assignments and positions are subject to change for the benefit of the band and the individual · A primary marcher who misses multiple rehearsals and or practices may be subject to replacement by a reserve member
- A primary marcher who falls behind or struggles to perform either the music or marching routine maybe replaced by a reserve marcher at the discretion of the Head Band Director

All decisions on this are left at the Discretion of the band staff, and will be based on excellence both musically and visually.

VI. Rehearsal/Instrument Supplies, Uniforms, & Water Coolers

Rehearsal Supplies

The following is a list of supplies to have at each rehearsal. This list is not all inclusive:

- A. All issued music
- B. Pencil
- C. Instrument
- D. All supplies relative to their instrument.
- E. All marching related equipment (during marching season)
 - 1. Drill / chart book
 - 2. Lyre / plastic sheets
 - 3. All issued music in a blue binder
 - 4. Other marching equipment as needed.
- F. Tuner & Metronome

Flutes

- Tuning and cleaning rods
- Cleaning cloth
- Key oil
- Approved type instrument
- Screwdriver Set

Clarinets

Three good playable reeds. Vandoren V-12 is the approved reed.
Reed guard
Pencil Box with ziplock plastic bag for reeds
Ligature
Proper mouthpiece with cap (Vandoren 5 RV Lyre)
Key oil (Case Storage)
Bore oil (Home Storage)
Cleaning swab
Approved type instrument
Cork grease

Saxes / Low Reeds as applicable

Three good playable reeds. Vandoren is the approved reed.
Reed guard
Ligature
Proper mouthpiece (Selmer C star)
Pad and neck saver
Approved type instrument
Pencil Box with ziplock plastic bag for reeds

Trumpet

Valve oil (Al Cass)
Polishing cloth
Mouthpiece (Bach 5c / 3c) or other director approved mouthpiece
Approved type instrument
BERP

French Horn

Rotary / Valve oil (Al Cass - Marching Horn) (Holton Rotary - Concert Horn)
Polishing cloth
Approved mouthpiece (Holton Farkas)
Approved type instrument
BERP

Trombone

Slide cream
Spray Water Bottle
Polishing Cloth
Mouthpiece (Bach 4G or 5G) or other director approved mouthpiece
Approved type instrument
BERP

Baritone / Euphonium

Valve oil (Al Cass)
Mouthpiece (Bach 4G or 5G) or other director approved mouthpiece
Polishing cloth
Approved type instrument
BERP

Tuba

Rotator / Valve Oil (Al Cass -Valves / Holton - Rotors)
Mouthpiece (Bach 24 AW / Miraphone Rose Model)
Polishing cloth
Approved type instrument
BERP

Percussion

Snare sticks - Vic Firth General
Xylophone mallets (Musser M-4, 213)
Vibes / Marimba mallet (Blue Medium)
Timpani mallets (Firth Staccato)
Stick bag
List of approved equipment provided by the percussion instructor.

Color Guard

Pole
Flag
Rifle or Sabre (if applicable)
Electrical Tape
Gloves

Uniforms

Formal band uniforms are provided by NEISD for the musicians and will be kept at the school between events. The district pays for cleaning uniforms several times during the year. Students are fitted for a uniform and hat during camp.

Marching Performances

Marching Jacket, Marching Pants, Shako (Hat)
Spandex/Compression Shorts for classic uniform
Under Armour Shirt for classic uniform
Dance Belt/Body Tight for Competition Uniform
Knee-high, solid black socks
Marching Shoes (MTX Brand purchased through Band Parents)
Marching gloves (purchased through parents)
Johnson Band baseball cap (For football games, provided through band fees)

Pep Rally Performances - Announced weekly

If after a marching rehearsal, students will attend in their rehearsal clothes
If before school or an evening, black/white CTJ shirts, blue jeans, tennis shoes

Formal Concerts

Gentlemen: Tuxedos (Issued through School)

⌘ Black Shoes, Black Socks underneath

Ladies: Solid Black Shirt, Solid Black Pants, Close-toed black Shoes ⌘

No dresses, skirts, or gowns may be worn for formal performances

Students may order a T-shirt each year specifically designed for that season's marching show, called a "show shirt."

Inspections

Prior to student departure for a marching band performance, students must pass a uniform inspection. In order to board the bus, students must have complete uniform, music, flip folder, and other components for the marching performance. Students who do not pass the uniform inspection will not be allowed to attend the event.

Uniform Overall Guidelines

No earrings, other than small studs, maybe worn during performances.

Onering - senior, religious, or family - may be worn with the uniform. NO fingernail polish is allowed (unless permission granted by the Director).

No bracelets maybe worn, as they may appear at the sleeves, however; a necklace maybe worn providing it cannot be seen from under the uniform.

Make-up maybe worn in the formal uniform in a conversation manner only (Discretion left with the band director). This does not apply to colorguard.

Black shoes and black socks are worn with the uniform. Black band shoes are a specific brand and model shoe and may be ordered during summer band each year.

Shakos will be issued with the uniform. Students will be given a shako number and are responsible for taking their shako and shako box to events. Uniforms are stored at school. Students pick them up before each event and hang them up afterwards.

Students will be issued one white baseball cap to be used in the stands. This is not to be used for practices, unless specified by the director.

Tuxedos will be issued for gentleman in the Wind Ensemble and Symphony Band during Concert Season. Further guidelines for concert attire will be given prior to performances.

Uniform “DO’s” and “DON’Ts”

DO’s

Do Inspect your uniform completely. Report any torn seams, hems or broken snaps immediately to parent volunteers or the uniform crew so the uniform can be repaired before the next performance.

Do Keep track of all the uniform parts. Report any missing parts immediately. Very often they show up, but we need to know to start looking.

Do Always check to see that you are indeed putting on your uniform. If for some reason the numbers get mixed up, it is very difficult to find the right uniform, once everyone is already dressed and on the buses!

Do Hang your uniform properly and completely on the appropriate rack every time. Also make sure to hang your uniform in numerical order. **Do Put your name IN your band shoes with permanent ink.** We have a big problem with shoes being misplaced. Don’t mark the soles of your shoes for ID – it shows when you march.

Do Remember to bring YOUR shoes for every performance. In an emergency, old shoes are usually available to be borrowed from the uniform room.

Do Wear BAND under armour, spandex type shorts and knee high solid black socks under your uniform. If your seams rip (and it DOES happen), we want only black to show. If needed, black socks can be purchased from the uniform room for \$4.00 a pair.

Do Clean out your hat and hatbox. Never store anything but your gloves and rain poncho in your hatbox! **NO FOOD IN YOUR HAT BOX!**

Do Keep your gloves in your hatbox. Wet gloves need to be hand washed and/or air dried before storing in the hat box. Order enough gloves to get you through the season. In an emergency, gloves can be purchased from the uniform moms for approximately \$ 4.00 /pair (price subject to change at any time)

Do Respect the uniforms we have and understand they are a huge financial investment that must last us more than one year. Parent volunteers and the uniform crew spend a lot of time making sure the uniforms are ready to go for the next performance.

DON'T's

Don't Drag your uniform on the ground.

Don't Wad up your uniform and stuff it in your locker, backpack or car trunk.

Don't Touch the plume feather with your hands. Let the gloved parents insert and remove your plume for you. They are very fragile and damaged by sweat and oil.

Don't Put on or take off your bibbers with your shoes on. Pant hems get torn out easily this way and the bibbers get dirty. Always put on your shoes **AFTER** your bibbers and always take off your shoes **BEFORE** your bibbers **Don't Hang your jacket hanger (with the jacket on it) on the front or back of your bibbers while walking to/from the bus.** This can damage the bibbers. **Don't Switch uniform parts with any other student without permission** from a volunteer parent. For example, if you switch hats with someone and the hat is lost or damaged, **YOU** will be charged because that piece of equipment is **YOUR** responsibility.

Water Coolers

Each marching band member will be provided with one ½ gallon cooler a year to use for competitions and events.

When will my band member use their coolers?

All football games, pep rallies, competitions, and other events they need H2O.

What about re-fills?

Chaperones and Tech Assistants will help with re-filling coolers during half time. Band members themselves will have the opportunity to re-fill periodically during contest days and the second half of games.

We will also provide **ICE** for re-fills as it is available.

What is the most important thing about moving to this system? Band members **MUST CLEARLY PRINT THEIR FULL NAME** on the lid of their jug and the jug itself.

What if my band member forgets their cooler?

Bummer. The days are long and hot!

Do not forget your cooler.

The key here is individual responsibility!

NO cooler NO game. Students can purchase an additional cooler from a uniform mom.

Will water be available in case of a medical emergency?

Of course! We will continue to carry a supply of water for medical emergencies, staff, and chaperones.

Can I decorate my water cooler?

No - the coolers have decals on them.

Can band members share coolers?

No. Each band member will be issued his or her own cooler. Coolers should not be shared in order to prevent the spread of illness.

What about washing the coolers?

Coolers should be washed with BLEACH each week by band members at home -- please ensure this happens to prevent illness.

Can I purchase an additional cooler?

Coolers are available for \$10.00 at the merchandise stand.

VII. Letter Jackets, Private Lessons, School Instruments & Band Banquet

Awards and Letter Jacket Policy

The following guidelines are established by NEISD for awarding letters and jackets to students who meet the criteria in the designated program. **STUDENTS ARE RESPONSIBLE FOR KEEPING TRACK OF THEIR POINTS EACH YEAR earned towards letter jackets.** Please do not e-mail a Director to ask, it is up to students and parents to keep track of their totals based on the forms.

Letter Jacket Point Totals will be due to Ms. Donnel on or before May 1 of each school year. Any forms received after May 1 may not be accepted. Dates are subject to change.

1. The awards must be made within the academic year the student qualifies for such award.
2. A lettering guideline in each department will be followed. In order to letter, a student must participate as required, respect the school in a manner approved by the director and complete the season in good standing.
3. The director must recommend the student for an award and forward recommendations to the Executive Director of Student Activities for approval.
4. The Executive Director will keep on file a "letterman" list, which should be presented by the director within two weeks after the season is completed.
5. Awards will be given for exemplary representation of the school. Award recipients will continue to be subject to the rules and regulations of the school district.

Ms. Julia Donnel coordinates all Letter Jacket protocols for the Johnson High School Band. Letter Jacket forms are available on the band website.

Private Lesson Policy

In order to achieve a high level of excellence, the Johnson Band *ACTIVELY ENCOURAGES (but does not require)* all students to secure private instruction from a specialist on their instrument.

Rehearsals during the school day provide students with broad goals on their instruments, concepts to improve upon, and train each band member in ensemble listening and performance skills. However, we cannot stress enough the importance of one-on-one private instruction with a *qualified* specialist to aid each student in his or her quest for musical excellence. A weekly lesson with a private instructor will provide students with individual attention on all state music, band music, and fundamental concepts, all of which will serve to improve the overall level of the Johnson Band.

More information on preferred instructors can be found in the Band Hall or by contacting a Director.

NEISD Instrument Policy & Fee

The North East Independent School District will provide a limited number of instruments for student use. These instruments include such highly expensive instruments as the Bassoon, Oboe, Tenor Saxophone, Baritone Saxophone, French horn, Euphonium, Tuba, and general Percussion equipment. This equipment is generally purchased by the school district for student use because of its extremely high value. ***Thus, all school owned equipment must be handled with optimum care.*** Students failing to care for, or take care of their school issued instrument will lose the privilege to use such instruments. The following is a list of general procedures for school owned instruments:

1. Students and parents must sign an instrument agreement form before the instrument can be used by the student.
2. The North East I.S.D. will assess a fee for routine cleaning and maintenance of school district owned instruments. ***All students issued a district owned instrument will be required to pay this fee.***
3. Each instrument will be issued in good playing condition. Each issued instrument will be checked and cleaned prior to issue. Students are expected to maintain their issued instrument accordingly.
4. The band member is financially responsible for all equipment and/or materials checked out to him or her.
5. All equipment and materials must be kept in their proper storage location when not in use.

6. North East Independent School District does not provide insurance for individually or school owned equipment. It is required of all students utilizing school owned instruments to provide insurance coverage for the said instrument. ***Students will be held responsible for school owned instruments issued to them. This responsibility will include fire, theft, accidental damage, abuse and general maintenance not incurred through normal use.***

NEISD Extracurricular Code of Conduct

In addition to the Johnson Band Handbook, band members and parents must sign off on the Extracurricular Code of Conduct. This document is on the band website, and outlines the expectations and guidelines set forth by North East ISD. These include attire, policies on drugs/alcohol, harassment, hazing, and more.

Band Banquet

The Claudia Taylor Johnson Band Parent Association manages the sale of Band Banquet bids each spring. These bids/tickets can be sold to all current members and parents of the program. Immediate family should clear with the band director. Current means that they are enrolled at the time of purchase - I.E. a band member must remain in band through the spring in order to attend the banquet. Special requests may be granted by the Band Director. Students must also be in good standing academically and from a discipline standpoint to attend Band Banquet. Students who miss concerts or skip rehearsals may be denied admission to band banquet. This is left to the discretion of the band director and campus administration. Although the CTJBPA runs the event, the JHS Campus Administration and Band Director have final discretion on attendees.