

LEGACY OF EDUCATIONAL EXCELLENCE

HIGH SCHOOL BAND



BAND MEMBER & PARENT

HANDBOOK

Welcome to LEE 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.

All Band members and their parents are requested to read this handbook thoroughly and sign the consent and agreement to indicate their consent to and commitment to comply with the Band rules and requirements, as a condition of participation in the LEE Band. Please keep this handbook for future reference and return the acknowledgement as required.

Please look through the sections:

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

Purpose: The LEE 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 LEE 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: Founded in 1958, the LEE Band continually strives for excellence by building upon past successes to achieve even greater success and accomplishments in marching, concert, jazz band, color guard, and in individual performance.

Parent Conferences

Band directors may be contacted by telephone during the school day by calling the Band hall at 210-356-0884. Email is the best way to reach a Director.

The LEE Band offers the following ensemble activities:

Wind Ensemble / Symphonic Band/ Concert Band - All year. This is the core of the band curriculum. Taught during regular school hours. Band members perform as part of the Marching Band during the fall season. The concert season will begin immediately after the last marching performance (beginning of November) and extend through the end of the school year. Weekly rehearsals begin in January.

Jazz Ensemble - All year. It is a graded class that meets during the school day. Rehearsals occur outside of the school day as needed for performances. The Jazz band has a set instrumentation and is open to all students who desire to play. Extended instrumentation will be determined by the instructor if the need arises.

Percussion Class - All year. The percussion class meets during the regular school day. They will make up the percussion sections for each concert band, they are the drum line for the Marching Band, and they will also perform as a separate ensemble.

Guard Class - Fall semester. This group is open to all interested students. Guard students will learn performance technique, movement basics, and equipment basics - flag, rifle, and saber. All instruction will be given at an appropriately challenging level based on the student's level of ability.

Marching Band -End of July through early November. The Band is made up of Wind students from the concert bands, Battery (Drumline) and Front Ensemble from the percussion class, and Color Guard from the guard class. These students work together to create a quality performance ensemble that performs for every football game, pep rallies, local parades, and marching competitions. In the fall, the marching band rehearses during scheduled class periods. The band also participates in rehearsals and competitions outside of the school day, including Saturdays. The Marching Band represents LEE High School at local community celebrations and parades and participates in Fiesta activities.

Pep Band - All year. This is an optional group, all band students are invited to perform with this fun group. The band plays during special events, as well as; athletic events to provide spirit and atmosphere of the game.

Winter Percussion/Percussion Ensemble -Winter Percussion consists of a Battery (Drumline) and Front Ensemble. This group practices outside of school as an extracurricular activity. Performances are on select Saturdays in February, March and April. Percussion Ensemble meets during percussion class and will perform a Spring concert. Rehearsals will occur outside of the school day as needed for performance.

Winter Guard - Season starts after winter break and completes in March. The Winter Guard is an independent performing ensemble that is open to all interested students. This group practices outside of school as an extra- curricular activity. Practices are typically two or three times a week after school with a few longer Saturday practices. Students need to be committed to the activity for the duration of the performance season. Performances are typically all-day on select Saturdays in March.

Band Placement:

The marching position or spot, or concert chair of each member is decided based upon musical ability, attitude, compliance with rules, and eligibility (under H.B. 72).

All members audition for placement in a concert band and class period.

Members' marching band performance will be evaluated during all rehearsals.

Grading Policy:

Your grade will be based off of performance in the following six different areas:

Writing/Daily Preparation/Supplies - Binders (15%)

Rehearsal Attendance - Activities(25%)

Performance Attendance (20%)

Daily Participation (15%)

Music Pass-offs/Tests (25%)

Semester Exams (20%)

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

Writing/Daily Preparation/Supplies (15%)

Instrument and Instrument Supplies (mouthpiece, working reeds, valve oil, cork grease etc.)

All paperwork submitted as required

Writing Assignments

Proper performance/rehearsal ATTIRE as required Instrument

Music Binder

Flip Folder

Fundamentals Book—Foundations for Superior Performance by Richard Williams/ Jeff King for Winds

Pencil

Tuner/*Metronome*

Rehearsal Attendance (25%)

Attendance at all scheduled rehearsals is required and taken at the beginning of each rehearsal. Students will be docked points for all unexcused absences. Excessive unexcused absences during in-class /school day rehearsals will also directly affect this grade. Excessive tardiness will follow the same consequences as unexcused absences.

Performance Attendance (20%)

Students will receive a grade for attending and performing at each concert and competition. **NOTE ON ATTENDANCE: See below for specific attendance protocol**

Daily 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 or for a director multiple times during the semester and will be evaluated with a numerical grade

Music Pass-offs and Tests (25%)

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

Students may also be evaluated on Concert Music, Scales, Etudes/Solos and other technique exercises based on the ensemble's requirements.

Semester 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.

Band Fee Structure:

Marching Band is expensive, but well worth every penny. We use an estimated Budget to find out what the student "fair share" is for each year.

Band Enrichment Fee of \$500 for the year (\$250 Fall and \$250 Spring)

District Fees are due by September 1st and which are:

Instrument fee (school instruments only) \$40, Uniform fee \$25

Guard and Percussion may have additional fees for sticks/mallets and costuming.

Band students purchase "official" Band Polo shirt, Band shorts, rehearsal shirt, marching gloves, marching band shoes through the Band Program. These items are a one time expense unless student loses, damages, or outgrows.

Band members who move in after the established payment plan should communicate with the Head Band Director to set up a custom plan.

All fees must be paid off by May 1st. Seniors must pay fees in order to graduate.

Attendance & Commitment:

Because the LEE Band functions as a team and counts on each member's presence to accomplish goals, attendance at each and every Band function is mandatory and is an essential element of the success of the LEE band program.

There is NO issue if a student is sick, but routine appointments (Orthodontist, check-ups, Optometrist, driver's license etc.) should be scheduled at other times as the calendar is published months in advance for the LEE band. On most weeks, students have one afternoon free during the marching band season. **Please use these days for appointments and routine professional visits.** Check www.leevolband.org for weekly calendar updates.

Missed rehearsals simply cannot be made up. No amount of individual practice will compensate for the problems incurred by missing a rehearsal.

Students who wish to apply for an "excused absence" must submit a request in writing to the Head Band Director. Timeline for this request is 2 days prior to a missed rehearsal and 3 weeks prior to a missed performance or special rehearsal. Students who fail to request an absence in writing will receive a "Zero" for the missed rehearsal or performance. A conversation should occur with the Director of the event, by the student; PRIOR to absence.

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 LEE 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. Other events approved by Head Band Director

Unexcused Absence Consequences:

Students who have an unexcused absence, at the discretion of the Head Band Director, 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

A member's work or employment is NOT an excuse for absence from or tardiness to a Band function.

Absences/Tardy:

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

Any member who may have a problem attending a Band function must contact a Band director **IN ADVANCE** to satisfactorily resolve the problem or to arrange for an expected absence or tardy to be excuse

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 LEE High School Band is respected because of their **99%-100% eligibility record**. We cannot be successful as a band unless our students are successfully passing all academic classes. Frequent academic ineligibility may cause a student to be removed from participating in the band.

"No Pass, No play" policy is a state law passed by the Texas Legislature and governed by TEA. The Band Directors have NO leeway in implementing these policies. Simply put, students MUST maintain a minimum 70 average in each and every class. Failure to do so will cause the student to become ineligible for 3 weeks, at which the student may regain eligibility if the student has a 70 average in each and every class. During the period of time that the student is ineligible, they must attend all rehearsals as students are not suspended for practice or rehearsal of extra-curricular activities.

A few band activities are designated by the state as co-curricular. These activities are a natural extension of the learning taking place in the classroom. Examples of this type of activity are the public concerts that are presented at LEE HS, as well as UIL Concert & Sightreading Evaluation. 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. There will be a designated area for food.
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. The band hall is an educational space, not recreational.
9. 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.
10. When allowed in the band hall, either before or after school, students will not disturb any rehearsal in progress.
11. Non-Band members are asked to stay out of the Band hall.
12. 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.
13. **Students will not enter the directors' offices without permission.**
14. Students will not deface or mark on music stands, walls, freshmen, etc.
15. 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.
16. 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.
17. **At no time should a student be without permission from a director in the band library, uniform room, or ensemble room/percussion room.**

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.

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.

Band Discipline Program (BDP): For a violation of any State Law, NEISD policy, LHS school rule, UIL rule, LEE 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

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. Due to privacy, we WILL NOT discuss student consequences other than with the students parents.

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.

Students must travel to events and return from events on the bus. Any student wishing to arrive or leave with his/her parents, must notify a director in writing 1 week prior to the rehearsal or 3 weeks prior to performance/special rehearsal. A decision will be rendered based on the circumstances provided.

Students must have all necessary forms completed and returned, to travel on any trip with the band.

While on the bus students will:

- Remain seated at all times
- Sit properly in a forward position
- Keep the bus clear of food, drinks, and debris
- Keep all body parts inside the bus
- Remain silent when addressed by person in charge on the bus
- Refrain from loud, boisterous talking, screaming, whistling, etc...
- Refrain from public displays of affection
- Remain on bus until given the clearance to unload by leadership

Football Game Stadium Rules

- Only Band members and assigned chaperones are allowed in the Band section at the stadium.
- Visitors may be allowed in special circumstances, but only with the permission of the Band Director.
- Band members will remain in the Band section at all times unless accompanied by a chaperone.
- The unorganized playing of instruments in the stands is unprofessional and is prohibited.
- Members will be given WATER ONLY by the assigned-chaperones.
- NO FOOD OR DRINK MAY BE BROUGHT TO ANY MEMBER BY ANY OTHER PERSON. Water Jugs should ONLY have WATER and no other beverage.
- Cell Phones are NOT ALLOWED except during designated time by Directors.
- Any failure to comply with these rules or the applicable General Travel and Event Rules may subject the member to discipline under the BDP.

Cell Phone Policy:

(Trial basis--To abuse means we lose--Connect to the moment you are in at the time)
Phones may be used during 3rd quarter ONLY!!

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.. 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 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 photos during 3rd quarter and this may not distract from the game/event. **Emergency calls should have Director permission.**

2) **Media Permission** - Although this is an issue beyond the stands, band members should not take photos or videos of other students without their consent or wishes. In today's society, we simply cannot control everything. We can however remember that the overall purpose for this change is to allow 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. Chaperones or staff will not keep phones for students, as students are responsible for their safekeeping.

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 lose the cell phone privilege at band events. **Additionally, if a player is down or injured on the field**, it goes without saying no photography phones, media, instrument playing or talking.

Chaperones:

Our chaperones bring together the finest volunteers at LEE 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 LEE High School Administration.

On trips in which chaperones are not present, the Band director or other supervising adult will perform the functions of chaperones specified in these rules and should be consulted accordingly.

Failure to comply with any of the following rules may subject a member to discipline under the BDP.

At any time while traveling or at an event or Band Function, each member must:

1. Immediately notify a chaperone of illness or injury.
2. Not possess any medication, prescription or non-prescription. Directors will give members medication allowed on the member's medical form.
3. Refrain from loud or disruptive behavior.
4. Ride their assigned buses.
5. Remain seated while in route on buses

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. Course selections dictate student schedules. 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 are 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 may be 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).

Reserve Marcher Policy

A Reserve Marcher, or alternate Marcher is a student who has not been assigned a specific position in the competitive show. This is the standard practice in all high school marching bands. In order to achieve particular musical and visual effect, a competitive marching show is written for a specific number of marchers. In most circumstances, a reserve marcher will alternate with another marcher in a specific position during rehearsals. Reserve Marchers will learn all of the marching fundamentals, music, UIL show, attend all rehearsals, assist with props and be involved in all performances and trips. It is our goal for EVERY student to be engaged in some aspect of the event and to feel valued doing so.

Band Lockers

Each student will be issued a locker and a lock at the beginning of the school year. Students must use the lock issued to them and keep locked at all times. All students must keep personal belongings in their locked lockers. Directors are NOT responsible for items stolen from the band hall. Students are expected to keep their locker clean and organized. A fee of \$10.00 will be assessed for lost locks.

Instrument Fee, Insurance, and Damaged or Lost Property

NEISD will provide a limited number of instruments for student use. 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.***

- Members who use any NEISD provided instrument must pay an annual \$40 instrument maintenance fee and sign the instrument agreement form.
- Failure to pay this fee in a timely manner may result in the member losing the privilege of using NEISD instruments
- Any damage to or loss of instruments, equipment or other property (other than normal wear) will be repaired or replaced at the sole expense of the responsible member.
- Students are expected to maintain their issued instrument accordingly.
- NEISD doesn't 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.***

Uniform and Appearance Rules

Marching band uniforms are provided by NEISD for the musicians and will be kept at the school between events. Band uniforms must be cared for and be worn properly with pride at all times. The district pays for cleaning uniforms during the year with the uniform fee. Students are fitted for a uniform and hat during camp and will keep in the Band Uniform Room.

Issued Uniform Items:

Uniform items owned by NEISD and issued to members by the Band consist of:

- Jacket
- Pants
- Red/ White Shirt
- Shako
- Shako Wrap
- Plume
- Mirrors (attached by velcro and picked up after performances)

Member Furnished:

- Uniform Rehearsal Shirt (purchased through the band)
- Uniform Shorts (purchased through the band)
- Long Solid Black Socks (black ankle socks are NOT permitted)
- Black Marching Shoes (purchased through the band)
- Band “official” Polo shirt (purchased through the band)
- Black Pants/Slacks –no jeans

Pep Rally Performances -

If before school or an evening, Uniform Rehearsal shirt, Uniform shorts, tennis shoes

LEE'esta & Meet the Vols uniform will be Band Polo shirt, Uniform shorts, tennis shoes

Students may order a T-shirt each year specifically designed for that season's marching show, called a “show shirt.” This is an optional shirt, sold through our Band Booster Organization.

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 a complete uniform, music, flip folder, water jug, and other components for the marching performance. Students who do not pass the uniform inspection will not be allowed to attend the event.

Formal Concerts

Gentlemen: Solid Black collared Shirt, Solid Black Pants, long black socks, Black Dress Shoes

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

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

Uniform and Appearance

- Each Band member is responsible for his or her issued uniform at all times and must ensure that it is securely kept and cared for.
- **Members may not wear any jewelry** (including a wrist watch) or clothing other than the proper issued or student furnished items specified for the event, except that senior members may wear their own senior class rings.
- No earrings, other than small studs, maybe worn during performances. One ring - senior, religious, or family - may be worn with the uniform. NO fingernail polish is allowed (unless permission granted by the Director's)
- No Face Paint/Body Paint is allowed with the Marching Band Uniform.
- No bracelets may be worn, as they may appear at the sleeves, however; a necklace may be worn providing it cannot be seen from under the uniform.
- Make-up may be worn modestly with the formal uniform only.

(Discretion left with the band director). This does not apply to colorguard.

- Black shoes and long black socks are worn with the uniform. Black band shoes are a specific brand and model shoe and are ordered during summer band each year. Students should replace as needed.
- 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.
- Uniform items the members furnish shall be kept by the members and washed or cleaned as necessary at home.
- Band shoes are not made of a material that should not be polished. Members must, however, keep the shoes clean and free of scuffs, stains and dirt and may do so with a household cleaner like 409.

Any failure to comply with these Uniform and Appearance Rules may subject the member to discipline under the BDP, the following fines or charges, or both.

Any uniform item that is lost or rendered unusable through the negligence of any member shall be replaced by, and at the sole expense of, that member. Cost of replacement is as follows: (prices may be subject to change)

- Pants - \$75 per pair
- Coat - \$150 each
- White/Red under shirt - \$40
- Hat Wrap -\$42
- Hat Frame - \$35
- Hip Drop (Red/Grey) -\$20
- Gauntlets - \$40
- Plumes - \$26

Uniform “DO’s” and “DON’Ts”

DO’s

1. **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.
2. **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.
3. **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!
4. **Do Hang your uniform properly and completely on the appropriate rack every time.** Also make sure to hang your uniform in numerical order.
5. **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.
6. **Do Remember to bring YOUR shoes for every performance.**
7. **Do Wear the BAND undershirt, shorts and knee high solid black socks** under your uniform. If your seams rip (and it DOES happen), you will still be in a uniform. If needed, black socks can be purchased from the uniform room for \$5.00 a pair. (Cost may be subject to change)
8. **Do Clean out your hat and hatbox.** Never store anything but your gloves in your hatbox! **NO FOOD IN YOUR HAT BOX!**
9. **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.
10. **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’Ts

1. **Do Not Drag** your uniform on the ground.
2. **Do Not Wad** up your uniform and stuff it in your locker, backpack or car trunk.
3. **Do Not 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.
4. **Do Not Put on or take off your bibber pants with your shoes on.** Snaps get torn out easily this way and the bibber pants get dirty.
5. Always put on your shoes **AFTER** your bibber pants and always take off your shoes **BEFORE** your bibber pants.
6. **Do Not Hang your jacket hanger (with the jacket on it) on the front or back of your bibber pants while walking to/from the bus.** This can cause damage.
7. **Do Not 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 Jugs

Each marching band member will be provided with one water jug a year to use for competitions and events.

When will my band member use their water jug?

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

What about re-fills?

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

What is the most important thing about moving to this system?

Band members MUST CLEARLY PRINT THEIR FULL NAME on the jug where it reads

What if my band member forgets their water jug?

Bummer. The days are long and hot! Do not forget your water jug.
The key here is individual responsibility!

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 jug?

No - We must look uniformed.

Can band members share water jugs?

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

What about washing the water jug?

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

Can I purchase an additional water jug?

Water jug is available for \$10.00 through the Band Boosters.

Letterman Jackets

Members may receive only one Band jacket while in NEISD. Band jackets are ordered once a year. Members who are measured for a jacket, but are no longer in

the Band when the jackets are received, will not receive a jacket. The Band Director has the final word on all jackets to be awarded and may refuse to award a jacket in his discretion. Jackets will be ordered for and presented to all Seniors who have been Band members for the three prior years, have not previously been awarded a jacket and meet the Band Director's requirements and approval. NEISD has a lettering point system, found under the district's fine arts music section under: [NEISD Awards and Lettering Policy—Band](#)

Private Lesson Policy

In order to achieve a high level of excellence, the LEE 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 LEE Band.

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

TMEA District/Area/All-State

Band members are strongly encouraged, and some Band classes may be required, to prepare the prescribed music for these auditions, sponsored by the Texas Music Educators Association, to such a level that they may successfully compete and learn from the experience.

UIL Solo & Ensemble Contest

Band members are strongly encouraged, and some Band classes may be required, to participate in this local contest which is held during the second semester.

Medals may be won and students who receive DIVISION I ratings on CLASS I selections may also compete at the STATE level at the end of the school year. Most Class I solos are required to be memorized to be certified for STATE competition. State Competition typically occurs during Memorial Weekend in Austin. Students should plan rehearsals for ensembles and transportation. Parents are highly encouraged to attend to watch the performance. We discourage students transporting themselves without an adult. Students should dress professionally for this prestigious performance opportunity.

Fundraising

It is important all members fundraise in order to raise monies for the band program. Expenses are incurred throughout the year for the marching season, color guard, percussion, and other band necessities. In order to be competitive, and provide students with a meaningful band experience, it is necessary to raise funds all year. The profits raised will be used to help pay for transportation, trips, awards, instruments, contest fees, clinicians and masterclasses. Monies earned will go into the Band Booster fund or the Campus Activity Fund.

Band Trips

The Band is allowed to take trips in and out of the state. Generally, these trips are in the spring and involve the Band members missing a day or two of school. The Band performs, and the remaining time is spent in other activities. The trip, location, and date is decided by the Band director. The spring trip is voluntary, although all Band members are encouraged to go.

Each Band member is subject to and must comply with all applicable state laws, UIL rules, NEISD policies and Band rules at all times during all Band trips and failure to comply with any such laws, policies or rules may subject the member to discipline under the BDP, and such discipline may include immediately sending the member home at the member's (or member's parent's) expense. Furthermore, each Band member is subject to having all his luggage, bags, backpack, purse, other belongings and person searched at any time before or during the trip by any chaperone, Band director, or LHS administrator.

Band Banquet

The LEE Band Parent Association manages the sale of Band Banquet tickets each spring. These 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 the 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 LEE BPA runs the event, the LEE Campus Administration and Band Director have final discretion on attendees.

Leadership

Drum Majors/Captains/Section Leaders and Band Council officers will be elected **or** appointed by the Band Directors for the next school year and will serve for a period of one year. Elected officers will serve until officers elected in the following year take office, unless the officer is removed or unable to fulfill his/her responsibility. If an officer becomes ineligible due to grades (under H.B. 72), he/she must raise the grades by the next progress report/grading cycle sufficiently to regain eligibility or such officer may be removed from office. An officer who is removed from office or is not able to fulfill his/her responsibilities may be replaced.

The student Band leaders will pick up a separate Leadership packet, which will also be available on the band webpage. These students agree to and assume significant positions of leadership in the Band and undertake substantially greater responsibility and commitment than Band members. Band Leadership must work closely and cooperate fully with the Band Directors in the many undertakings necessary to the success of the Band.

Conclusion

Over the years, many students and parents have contributed to the LEE Band's success. It is our sincere wish that all present and future LEE Band members enjoy the long-lasting friendships and sense of pride that have been and will be passed down from year to year.

NEISD Extracurricular Code of Conduct

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

All Band members must follow all applicable state laws, NEISD policies, LHS rules, UIL rules and Band rules and requirements at all times. Those laws, policies and rules, however, establish only the minimally acceptable behavior. To achieve the goals of the Band, far more than minimally acceptable behavior and minimal effort is required. All Band members must strive to further the goals of the Band and to meet their responsibilities to the Band. All Band members must, at all times, assume personal responsibility for improving their individual musical skills and each of the bands of which they are members by their actions and attitude. Specifically to those ends, all members should use every Band function, particularly rehearsals and sectionals, to further their knowledge and ability as much as possible and to promote the Band's excellence overall. In every performance, all members should be prepared to, and should strive to, give their best possible individual performance and to make a significant and positive contribution to the best possible performance of the Band. Members must not undermine the efforts of the Band and the Band directors, instructors, officers and student leaders through poor attitude or effort, or disparagement of any individual or undertaking, but rather, at all times, all members must cooperate with the Band directors, instructors, officers and student leaders and approach every undertaking with a positive attitude and full and sincere effort.

Some abbreviations and terms that will be used throughout this handbook and their meanings are as follows:

UIL... University Interscholastic League

NEISD... North East Independent School District

LEE Band Legacy of Educational Excellence

Band Functions... are the official activities of the Band, both scheduled and called, and include all rehearsals, (including during class periods and before or after school) sectionals, performances, competitions, exhibitions, required fundraisers and trips.

Band Director... the singular term is usually used in this Handbook, but in many such instances, either the Band Director or either Assistant Band Directors or the Band Director and one or both assistants acting together do or can take the discussed action, etc

LEE Band Handbook Consent and Agreement

We have read and understand the LEE Band Member Handbook, particularly all the rules and requirements and the Band Discipline Plan (BDP), and, as a condition of the Student's participation in the LEE Band, consent to and agree to comply with all rules and requirements therein.

Student Name:

Student Signature:

Parent Name:

Parent Signature:

Date: _____

This consent agreement must be signed and dated, as indicated, and returned to the Band Director before the student may participate in any Band function. Any failure to participate, for failure to return this consent will be considered an unexcused absence.

****Along with this handbook consent form, we must have the following forms on file before you may travel to any football game, contest, or band function:**

1. **NEISD Physical Form**
2. **NEISD Parent Travel Consent Form**
3. **NEISD Travel Consent Form**
4. **NEISD Fine Arts Conduct of Conduct Form**
5. **NEISD Student Release Form**
6. **Hazing Test**