



**VHS VIKING BAND
Parent and Student
HANDBOOK**

From the Director:

Welcome to the Valley High School Band Program! We are looking forward to seeing this school year evolve into an exciting year of building community and musicianship in pursuit of musical excellence with the VHS Viking Band. I want to encourage all parents of VHS Band members to get involved with the band program and to support your band member in what will certainly be a very extraordinary experience with lifelong rewards! This handbook has been designed to answer most of the questions frequently asked by parents and students. Please read it carefully and understand the commitment and expectations of being a member of the Valley Band Program.

In any school setting, a musical organization performs a variety of duties anywhere from performing at pep rallies to performing for the opening of a new store in the community. While such appearances are vital for a program, a school band program must exist on its educational merits alone. At Valley High School, we believe that musical study provides a valuable and irreplaceable part of each student's education.

We strongly believe that music has the ability to enrich a person's life, both in high school and beyond, and in unique and powerful ways. Consequently, our primary goal is to foster the development of a lifelong relationship with music in every student. Whether our students go on to be symphony musicians, doctors who play in a community band or orchestra one night a week, or simply music fans, we want them to have a love and appreciation of music and music making. Our primary concern is what kind of person we are developing in the band program.

We are a band family, playing, marching, and working together side by side in everything we do. We want our students to demonstrate high standards in work ethic, motivation, responsibility, accountability, cooperation, punctuality, mental and physical conditioning, fiscal planning and teamwork to achieve our common goals.

Beyond the purely musical goals of the program, we also aim to develop students' interpersonal skills. Unlike most subjects taught in school, a performing group such as a band is much like the proverbial chain that is only as strong as its weakest link. There are no second string players in a band. Instead each individual in the ensemble, down to the last chair player, plays a vital role in the musical product that is achieved. This places a heavy burden on each student to meet the expectations of the group unmatched by probably almost other activity he or she will experience in an educational setting. Moreover, music is unique in that it does not provide absolutes. Unlike many other subjects, there are not right or wrong answers in music. Instead musical performance can never be perfect; it is relative to ability and experience. Even the best professional musicians spend their entire lives reaching for perfection, never quite attaining it. These two characteristics separate music from other subjects and are what make it such an irreplaceable aspect of a student's education.

Given all of this, we are not in the business of producing only conservatory players who have ambitions to pursue music as a profession. We are very much in the business of developing a life-long relationship with music in every student and of providing and encouraging positive interaction, group and personal dynamics, and personal and group progress through the medium of music. The road towards these goals is extremely rewarding, yet very challenging when put in a large group setting. Only through positive effort on the part of each individual involved in the program can true excellence be achieved.

Philosophy and Goals

Our primary goal in the band program is the musical development of individual students. All band activities deal with this goal. Specific goals that we hope to achieve in a school year include:

- Increased technical and total proficiency
- Developing solid music reading skills Increased awareness of the expressive qualities of music, together with increased proficiency in the ability to perform expressively
- Increased appreciation for, and understanding of, music of many different types
- A desire to participate in musical activities throughout life
- Improved teamwork skills in achieving the musical goals of the group

Organization

The Band Program at Valley consists of several groups. The Marching Band will be new to the VHS family this year and will rehearse during zero hour. The Pep Band meets year round in order to create music to support our school in community activities. The Symphonic Band and Chamber Ensembles meet year long and gain focus beginning in November. The Jazz Band meets both semesters. The following sections discuss each of these groups in more detail.

Valley Marching Band

Membership: All students registered for Zero Hour Marching Band **Fees:** May include cost of marching shoes, gloves, music flip folder and lyre. (~\$40)

Requirements: Students must come on time prepared and ready to work. They will be responsible for learning and memorizing their music as well and making sure that they have ALL parts of the required uniform at each performance.

Required Rehearsals: As this is a class, that each student will be receiving credit, for all class time rehearsals are required. The band will step off for the marching field at 6:20 each morning and physical warm-ups will begin at 6:25 If a student is late for step off they are tardy, but still have the opportunity to get to field before the end of the physical warm-up at which time they will be counted absent. ANY TWO absences in a performance week will render the student ineligible to perform and will result in a failing grade for the performance. Tardies and attendance will be recorded by the band secretary and go into the weekly participation grade each day the students will be allotted 10 participation points that can be affected (tardy -5, absent -10, conduct points may vary). Attendance is also required for all scheduled sectional rehearsals and after school whole-band rehearsals. Students must arrange for their own transportation to and from sectional rehearsals. Busses may be provided for Wilson and Milne rehearsals and will be provided for games. Legitimate conflicts (illness, dentist/doctor's appointments, family emergencies, religious holidays, etc.) will be respected. **Work IS NOT a legitimate excuse for absence from scheduled events or rehearsals.** **All activities outside school time are a part of the student's grade and will be recorded by the band secretary.**

The VHS Viking Pep Band

Membership: All band students

Requirements: Commitment, energy, effort, positive attitude, and musicianship.

Required Rehearsals: Pep band will be comprised of ALL students either in Marching Band or Symphonic Band. Attendance is required for all scheduled sectional rehearsals and after school whole-band rehearsals. Students must arrange for their own transportation to and from sectional rehearsals. Busses are provided for Wilson and Milne rehearsals and games. Legitimate conflicts (illness, dentist/doctor's appointments, family emergencies, religious holidays, etc.) will be respected. **Work IS NOT a legitimate excuse for absence from scheduled events or rehearsals.**

Required Performances*: Football games, festivals, parades, and special events such as the Pageant of Bands, Zia Tournament of Bands, etc. * **For those students only participating in first period Symphonic Band, all games are also required (see Pep Band Contract) and will be counted as performance grades. All activities outside school time are a part of the student's grade.**

Symphonic Band

Membership: Symphonic Band is designed for the instrumental student who has attained the skill development of Level I and II of the APS Band Curriculum. Students will receive training in Levels III and IV. The Director is solely responsible for determining seating in a section. Students will have the opportunity to challenge within a section to better their chair placement. The class emphasis is on performance for a wide variety of school and community functions.

Requirements: Instrument in working order with all required accessories, individual music and folder.

Required Rehearsals*: First Hour rehearsals. Attendance is also required for all scheduled sectional rehearsals and after school whole-band rehearsals. Students must arrange for their own transportation to and from sectional rehearsals. Legitimate conflicts (illness, dentist/doctor's appointments, family

emergencies, religious holidays, etc.) will be respected. **Work IS NOT a legitimate excuse for absence from scheduled events or rehearsals.**

Required Performances: Football and basketball games, festivals, parades, and special events such as the Pageant of Bands, Zia Tournament of Bands where the students will be expected to help and support the marching band. * **For those students only participating in first period Symphonic Band, all games are also required (see Pep Band Contract) and will be counted as performance grades. All activities outside school time are a part of the student's grade.**

Jazz Band:

Membership: Jazz band will begin developing musicianship in a variety of musical styles including; Blues, Swing, Funk, Salsa, Mambo and many others.

Requirements: Placement is at the discretion of the director.

Required Rehearsals: Jazz Band meets during 3rd period as well as individually scheduled after school rehearsals

Required Performances*: **All Jazz Band performances at school or in the community. Work IS NOT a legitimate excuse for absence from scheduled events or rehearsals.**

Eligibility Requirements

Many parents are confused by the eligibility requirements for band. Basically, all students participating in extracurricular or athletic activities must meet an academic eligibility requirement dictated by state law. The New Mexico Activities Association (NMAA) requires the following for eligibility:

At least a 2.0 grade point average based on a 4.0 scale with allowance for consideration of honors points. Be enrolled in and have passed at least four classes and not have failed more than one class, all for the previous grading period. Any student suspended from school may not participate in any school-related activity during the time of suspension.

Eligibility becomes an issue for band competitions and trips for members of all the bands and guards since students who fail to maintain academic eligibility may not perform or participate in any band competitions or trips. As an example, assume student A receives a 1.4578 for the 6th grading period of the current school year. Student A is then ineligible to compete in any type of competition during the first grading period of the current school year. Student A will ONLY become eligible for the 2nd grading period of the current school year if he/she receives a 2.0 grade average or better with no more than 1 F in the 1st grading period of the current school year.

These policies will affect our members when Valley is registered to compete in an NMAA sanctioned event (ie. ZIA marching festival or NMAA State Band competition) but will not affect Pageant of Bands or the Large Group Festival.

Attendance and Grading Policies

Band members are expected to attend all band rehearsals, section rehearsals, classes and performances. If a student is absent from a regular school hour rehearsal, the absence will be handled according to the Valley attendance policy (see below). **Students will not be excused from the band class (for which they receive credit and a grade) to attend functions occurring at school at the same time, i.e. ROTC, tutoring for other classes.** Exceptions exist only for activities excused by the principal's office.

Synopsis of Valley Attendance Policy (see VHS Student Handbook for complete version):
No excused absences will be called in to the attendance office; teachers will record student absences

in their grade books and continue to electronically enter the absences on the school's computer system. Teachers will contact parents by mail on the 3rd absence. A documented teacher referral will be sent to the office on the 5th absence. Students will be able to make-up assignments through the 8th absence. The 8th absence will result in a referral to the appropriate administrator, and the student and teacher will agree upon a contract. 11th absence -- student, parent, administrative conference 11th absence -- possible W/F from the class at administrative/teacher discretion - parent contact required Band Students receive 10 School related absences per semester with NO GRADE PENALTY (field trips, competitions, festivals, etc.). **Work IS NOT a legitimate excuse for absence from scheduled events or rehearsals.**

Tardy Policy

Students will be considered tardy if they are not in their seats ready to play when the Director gives the downbeat to start a rehearsal or the marching band steps off to march to the rehearsal field. The second tardy in any semester will result in a warning and possibly render the student ineligible for the next performance (see marching band policy). The third tardy in any semester will result in a referral for lunch detention. The fifth will result in administrative action. Eight tardies in any semester will disqualify the student for a band letter that year. **If a student arrives more than 10 minutes after the bell the DISTRICT POLICY is that they are absent from the class for the period.**

Grading

As with all band classes the majority of the **daily grade** will be based on class participation. Each student will be given a weekly grade starting with an A (50pts). Absences, class behavior, attitude and tardiness will affect this grade. Grades are also based on the following:

Playing tests on the music to be performed; In marching band that will include, marking time, while playing and step offs. Playing tests on basic technique; scales, etudes, vibrato, etc. One grade will be given for every performance. Performances are tests and will be graded as tests.

Attendance at all before and after school rehearsals will be recorded and graded. **Work IS NOT a legitimate excuse for absence from scheduled events or rehearsals.**

Grade penalties will be given for unexcused absences, tardiness, music or instruments missing from rehearsal and behavior that disrupt rehearsal. Practice Sheets will be handed out every 6 weeks for a grade.

Failure to meet the above requirements will result in a failing grade for the grading period and could result in the student's removal from band class. VHS is trying to implement online grading. When and if we get online grading, we will put your student's grades up on the web for you to see. PLEASE check the webpage for VHS for updates, grades, and attendance for your student.

Student Leadership

The VHS BAND OFFICERS were elected by their peers in the spring and are currently as follows:

President: _____

Vice President: _____

Secretary: _____

Treasurer: _____

Librarian(s): _____

Historian: _____

Webmaster and Equipment Manager: _____

Elected Officers

The President, Vice President, Secretary, Treasurer, Librarians and Historians are elected officers of the Band Council. Elections are held during the last two weeks of the school year. Juniors,

sophomores and freshmen members of the Marching/Symphonic Bands are eligible to vote.

Responsibilities and qualifications for these positions are:

President - The president is in charge of all band officer meetings, serves as the Master of Ceremonies for the annual spring awards banquet and assists the Director in planning and directing student activities.

Vice President - Junior/Senior band members only. Assists the president in providing proper leadership to other members of the group, performs in the role of president when the president is absent.

Secretary - Keeps accurate and complete records of attendance at all band activities that concern grading and lettering; assists Director in compiling attendance information at grading time. The secretary will also be responsible for creating/updating the Student Lettering spreadsheet that will keep accurate record of each student's lettering progress. The secretary will keep minutes of all meetings and inform the Band about these meetings with these minutes.

Treasurer - Keeps an accurate record of all student fund raising projects; May also be called to help with projects run by the Booster organization. All funds collected by the treasurer will be turned over to the Booster club treasurer for deposit.

Librarians - In charge of all library details; i.e. distribution and collection of music, filing of music, record keeping, etc.

Historians - Keep an accurate photo or video record of all band events and parties for the school year. May be called upon to help with record keeping or assist in booster fund raising.

Equipment Manager- In charge of all extra equipment that may be needed at any given band activity; Will be in charge of the equipment box, which contains extra reeds, mouthpieces, valve oil, neck-straps and other accessories.

Webmaster- Will update and work on the band Facebook page including uploading videos and photos.

All officers need to be aware that any in-school fundraising will be their personal responsibility. In-school fundraising must be cleared with the activities director. Meetings will be held once a week at a regularly scheduled time depending on individual schedules

Rehearsal Procedures

Our success in reaching the goals that we all desire is directly related to the quality as well as the quantity of our rehearsal time. The purpose of the following guidelines is to help ensure that we achieve the best results from the time we have available.

Symphonic Band Rehearsal Procedures

Be on time. Students must be **READY TO PLAY** when the Director steps up on the podium to begin rehearsal. If students are still getting ready at this time, they are considered tardy. Warm up properly. A careful five to fifteen minute warm up, starting at moderate range and dynamic levels, will do much to ensure a good playing day. Have all necessary equipment ready to go when the tardy bell rings. Bring a sharpened pencil to all rehearsals. Check the chalkboard for rehearsal music for the day. Put that music in the proper order on your stand before the rehearsal starts. Maintain good posture at all times during the rehearsal. Feet on the case and/or elbows on the legs are very poor technique and should never be used. Do not chew gum or eat or drink at any time during the rehearsal. This includes the percussion section. Pay attention to the musical talks at hand. Rehearsals are not the proper time to catch up on homework. Horseplay is unacceptable at any time in the band room. When the Director stops, all students need to listen quietly to what is being said even if it is not directed at their own section. Unnecessary talking detracts from the efforts of everyone. Remain in assigned seat until given permission by Director to leave. Be cooperative. The good results desired

are more likely to come about in a supportive atmosphere. A good attitude is the determining factor in the group's ability to function. Practice and cooperation is a must to be a successful group. Students need to take lessons on their instrument in order to be successful in our group. Lessons are not always affordable, but if possible please take lessons on your instrument to achieve the highest level of success possible. **Work IS NOT a legitimate excuse for absence from scheduled events or rehearsals. DO WHAT'S RIGHT**

Lettering Policy

The purpose of a band letter is to encourage and acknowledge “above and beyond” accomplishments. **You are not guaranteed a band letter just because you are in band.** A letter must be earned and it shows extra dedication and effort above what is required for the regular band grades. Letters and other awards are given out at the annual Band Banquet held in May.

Requirements: You must: 1) be a member of the Pep Band. If you moved to VHS after the season started, the experience from your old school may be counted towards a letter. 2) Maintain a 3.0 average in zero and first hour. 3) Remain eligible all year. 4) Have fewer than eight tardies per semester. 5) Earn at least 600 performance points. 6) Accumulate at least 70 activity points.

Performance Points: 600 points needed

4-5 Football Games @ 50 points each: 250 points max State Fair or Holiday Parade: 50 points 4-6 concerts at 25 points each: 150 points max Pageant of Bands: 100 points District VII Band Festival: 50 points All-State Band Festival: 75 points 6-8 basketball games @ 25 points each: 200 points max

Activity Points: 75 point needed.

Earn an “A” in band for the first three quarters: 5 points Help with student fundraisers: 5 points per fund raiser Selection to District VII Honor Band: 10 points Serve on Student Band Council: 5 points Audition for All-State or Southwest Honor Band @ 10 points each: 20 points max Be selected to and perform at All-State or SW Honor Band @ 10 points each: 20 points max Attend Spring Trip Competition: 10 points Member of AYS or AYO @ 10 points each: 30 points max Take private lessons on your band instruments for first three quarters: 15 points Performance in District VII Solo and Ensemble Festival: 20 points Performance in 2 or more groups: 5 points extra Other performance or band activity as approved by Director: 10 points max.

Jazz Band Lettering System

You must be eligible the entire year. You must maintain at least a 3.0 grade point average in Jazz Band. You must have fewer than eight tardies per semester. You must attend **all** Jazz Band competitions. You must attend **all** performances, including performances away from school

Uniforms

The Valley High School band currently has two sets of uniforms: marching and concert. During the first week of school, each band member is measured and will have an opportunity to try on his/her uniform for best possible fit. It is extremely important for students to remain on their assigned days to get this accomplished. (A band newsletter will detail dates and times.) If a scheduling conflict occurs, please contact a uniform chairperson to make other arrangements. Concert uniforms are issued at the end of marching season on uniform exchange night. Students are not re-measured at this time, but they will be fitted for concert uniforms. If you have experienced a significant change in weight or height please let the uniform chairpersons know, and they will try to accommodate you.

Football Game Uniform:

This uniform consists of a grey jacket, a reversible breastplate, grey bib overalls, VHS Hat , gauntlets, black marching shoes, black socks, the Band T-Shirt which is worn underneath the uniform to protect the tunic and band member.

Concert Uniform:

Wind Ensemble, Concert Band, and Symphonic Band members wear the traditional concert uniform, which consists of black coat with attached cummerbund, black trousers, white tuxedo dickey, black bow tie, black marching shoes and black socks. Black marching shoes and white gloves are ordered through the band to obtain the best price. Students provide their own socks. **About two weeks prior to the first football game, students will receive their uniforms to allow ample time for hemming of pants, etc. A PARENT OR GUARDIAN MUST BE PRESENT on distribution night to sign for the uniform.**

Pep band uniform:

For all pep assemblies, basketball games, fundraisers or any events in which the band is performing, the required uniform is the VHS BAND shirt and BLUE jeans or jean shorts.

Wearing the Uniform

Pants should be worn so that the bottom of the pant leg just touches the top of the shoe and the front crease hangs straight and does not “break” or wrinkle. **THERE IS TO BE ABSOLUTELY NO SAGGING.** Each year a few students allow their pants to drag on the ground resulting in holes in the hemline. You will be charged full price for trousers that have hemline holes. Pant length may be controlled by adjusting the suspenders and/or hemming. Hemming must be done by hand so pants can be returned to their original length (no iron-on hem tape or pins are allowed. A simple running stitch or basting stitch works well. **ABSOLUTELY NO CUTTING OF THE FABRIC,** T-shirts and boxers/shorts (long johns in winter) are to be worn under the uniform. If you have any problems with your uniform or lose part of your uniform, please contact the uniform chairpersons. They will check lost and found in the wardrobe room. **IF YOU DO NOT HAVE A COMPLETE UNIFORM, YOU CANNOT PERFORM. Your performance grade will be a “0” for that performance.**

Cleaning Instructions

Fee: \$10

Students must bring in their Dry Cleaning fee of \$10 before (DATE TBD) in order to have their uniform assigned to them before the first game.

Each piece of the uniform has an inventory number. You are responsible for these pieces and for their maintenance. In order to keep the uniform in top condition, it must be professionally dry-cleaned. The exceptions to dry cleaning are the collar liners (marching) and dickets (concert). These come out much better when hand washed and air-dried. These uniforms are wool and are not machine washable. Uniforms should be cleaned as needed, when soiled, and should be in top condition before each band competition.

Items to Remember

Always point out to the cleaner’s spots or stains that need special attention. Inspect uniform at the cleaners to be sure they did a good job. If spots or stains are still there, have them re-clean at no additional charge. Always check to be sure that you have all of the pieces (with the correct inventory number). These include buttons, snaps, cape, collar liner, and dickey. Shoes should be cleaned before each performance. Helmets can be cleaned using a soft cloth. If you use hair spray or gel, wipe out after each wearing. After a performance, the UNIFORM MUST BE taken out of the garment bag and aired out. Band T-Shirts must be washed immediately in

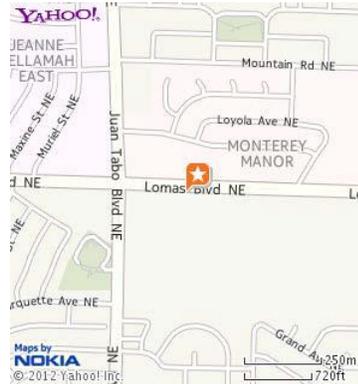
case of quick turnaround AND/OR purchase a second one. Gloves can be washed in the machine. Garment bags can be wiped down with a damp cloth.

Uniform Exchange and Return

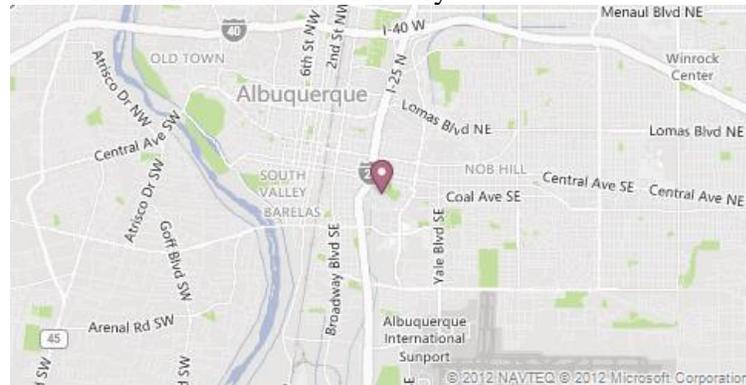
Marching uniforms are exchanged for concert uniforms at the end of marching season. A parent or guardian must be present on uniform return night if a new uniform is being picked up. Uniforms and garment bags will be inspected for cleaning and damage. All damages to the uniform will result in a fine and must be paid for at this time. **If pants are shortened, they must be returned to their original length. Please bring the dry cleaning receipt dated after the last performance.**

Stadiums

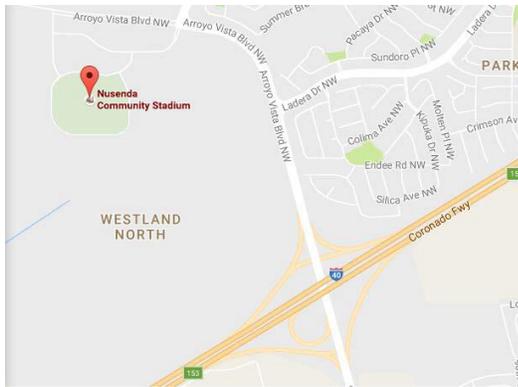
Wilson Stadium is next to Manzano High School near Lomas and Juan Tabo.



Milne is south of Coal off Mulberry.



Community Stadium



Fees:

There is a blanket course fee that will be added into Synergy for EACH Band your student enrolls in:

Marching, Symphonic and/or Jazz, the first band will be \$75 and each additional band will be \$50 each

These fees will not be cleared until the Booster Fee of \$100 has been cleared.

The Maximum would be \$275, \$100 for the Boosters and \$175 Course Fees; the minimum would be \$175, \$100 Booster Fee and \$75 course fee. Any overage is a considered a Booster Fee.

When payments are made, Booster fees will be prioritized, once these fees are paid in full all additional payments will be used to clear all remaining Course Fees.

Example:

Any 1 Band: Total Fee= \$175 (\$75 course Fee/ \$100 Booster Fee)

Any 2 Bands: Total Fee = \$225 (\$125 course fees/ \$100 Booster Fee)

All 3 Bands: Total Fee = \$275 (\$175 course fees/ \$100 Booster Fee)

All fees will have a scheduled set of dates for payments for everyone's convenience. However any outstanding payments will be compiled before the end of the school year and be submitted to the activities office; please don't hesitate to contact the booster board if you have any questions.

Booster fees are used to pay clinicians and guest artists to come in and work with the students and ensembles. As well as props and other necessities all the groups may need.

Note: Failure to pay fees will result in a hold being placed on your child's registration process for next semester/ year.

Parents and Students

Your Signature on this page shows that both the parent and student have read the grading system for band and realize that the student will be held accountable for the information in this handbook. This page must be turned into the band office no later than [redacted]. A copy of this grading system will be on file at the Principal's office and the A.P.S. Central Fine Arts Office. Please keep a copy of the Grading System Information at your home for your records. Thank You for your Cooperation!!!

Parent Signature _____ Date _____
Student Signature _____ Date _____

Students and Parents, First and foremost: **Thank You for participating in band at Valley HS!!!** It is assumed that your individual schedules do not allow you the time or elective availability to fully participate in the band program at Valley for the [redacted] school year. Understanding that this is the case I am allowing conditional entry into either the marching and symphonic/pep bands that will be offered throughout the school year. These arrangements are being made on an individual basis and will not be made for those students who have an open elective period and chose not to register for band as a credit course. The marching band will meet for Zero hour 6:20-7:20 and will perform at the football games in town.

Attendance at ALL rehearsals and football games is required upon signing this contract *breaking this contract will render you ineligible to receive a letter in the [redacted] school year.* I thank you all for choosing to make music a part of your school day, you are truly going above and beyond because you know music is a fun and important part of the high school experience. By signing below you accept and commit to the conditions stated above.

Parent: _____ Date _____

Student: _____ Date _____

I am in

Marching Band _____ Symphonic Band _____ Jazz Band _____ Guard _____